Radio/WCSR: Charter

2-11
BOX 3054

CHARTER OF THE RADIO CLUB OF SMITH COLLEGE

ARTICLE 1. PURPOSE.

The purpose of this Club is to operate, in all its aspects the Radio Station owned by the undergraduate body of Smith College. The Club shall be active to give the student body the type of program which it desires and shall also give its members an opportunity to gain practical experience in the various fields of radio.

ARTICLE II. MEMBERSHIP.

A. TRIAL MEMBERSHIP.
   1. Trial Membership shall be open to all students desiring this membership.
   2. Application for Trial Membership shall be made at special meetings held for this purpose in September and February of each Academic Year.
   3. Trial members shall not have a vote in Club policy.

B. FULL MEMBERSHIP
   1. Full Membership shall automatically be granted to any Trial Member who completes fifteen hours of work in Radio Club during two c consecutive semesters.
   2. Each Full Member of the Radio Club shall be required to contribute twenty hours of work in Radio each Academic Year in order to retain her Full Membership status.

ARTICLE III. ORGANIZATION

A. A Faculty Advisor shall be appointed by the President of the College for a term of two years.

B. STEERING COMMITTEE
   1. The five Divisional Managers, together with the Station Manager, Executive Secretary, and two Elected Representatives, shall constitute the Steering Committee.
   2. The Steering Committee shall be charged with the routine functioning of the Radio Club.
   3. At the beginning of each semester of broadcasting activities, this Committee shall present a tentative Program Format to the Club for ratification. Approval of this Format by a simple majority of the Full Members of the Club shall constitute the Club's endorsement of Steering Committee's plans and shall empower the Steering Committee to proceed with the execution of these plans.
   4. In the event of a need for drastic revision of this Format during a semester, the Steering Committee shall present the proposed changes to

ARTICLE III. (cont'd.)

the Club for ratification. Approval of a two-thirds majority of the Full Members of the Club shall constitiute ratification of the changes suggested by Steering Committee.

C. STATION MANAGER.

1. The Station Manager shall preside at all regular Business Meetings of the Club and she shall act as Chairman of Steering Committee, executing the policy of these bodies.
2. The Station Manager shall call all Club and Steering Committee meetings and may call a divisional meeting.

D. EXECUTIVE SECRETARY.

1. The Executive Secretary shall keep all the official records of the Club, the minutes of al all Business Meetings, and she shall handle all correspondence.
2. In the event of the absence or disability of the Station Manager, the executive Secretary shall preside at the Club Meetings and shall act as Cahirman of the Steering Committee. In this event, she shall appoint one or both of the Elected Representatives on Steering Committee to fulfill her functions until the return of the Station Manager or until a new Station Manager is elected.

E. DIVISIONAL MANAGERS.

1. The Club shall be divided into five Divisions and there shall be a Divisional Manager at the head of each Division.
2. The five Divisions shall bear the following names indicative of their functions:
   a) The Programming and Production Division
   b) The Technical Division.
   c) The Financial Division.
   d) The Advertising Division.
   e) The Public Relations Division.

F. ELECTED REPRESENTATIVES.

1. As representatives of the Club to Steering Committee, the Elected Representatives shall have one vote each in all the policy formation of the Steering Committeee.
2. Upon the request of the Executive Secretary, the Elected Representatives shall assume all or part of the duties of that office for a length of time which the Executive Secretary shall designate. The Executive Secretary shall make such a request only under the circumstances covered in Section D Part 2 of this Article or in the event of the Executive Secretary's resignation from office.

ARTICLE IV. METHODS OF ELECTION.

A. The election and installation of all the new Officers of this Club shall be completed by the first of May of each year.

ARTICLE III. (cont'd.)

the Club for activities. Approval of a two-thirds majority of the full membership of the Club shall constitute ratification of the changes suggested by Steering Committee.

C. STATION MANAGER.

1. The Station Manager shall preside at all regular business meetings of the Club and the Steering Committee, shall act as Chairman of Steering Committee, executing the policy of the Club.

2. The Station Manager shall call Club and Steering Committee meetings and may call divisional meeting.

D. EXECUTIVE SECRETARY.

1. The Executive Secretary shall keep all official records of the Club, the minutes of all Business Meetings, and the Club's outgoing correspondence.

2. In the event of the absence or disability of the Station Manager, the Executive Secretary shall preside at the Club Meeting and shall act as Chairman of the Steering Committee in this event, who shall appoint one or both of the Elected Representatives on Steering Committee to fulfill her functions until the return of the Station Manager or until a new Station Manager is elected.

E. DIVISIONS.

1. The Club shall be divided into five Divisions and there shall be a Divisional Manager at the head of each Division.

2. The five Divisions shall have the following functions indicative of their functions:

a) The Programming and Production Division
b) The Technical Division.
c) The Financial Division.
d) The Advertising Division.
e) The Public Relations Division.

F. ELECTION OF OFFICERS.

1. The representatives of the Club to Steering Committee, the Elected Representatives to Steering Committee, the Elected Representatives to Steering Committee, shall have each one vote in all the policy formulation of the Steering Committee.

2. Upon the resignation of the Executive Secretary, the Elected Representative shall assume all duties of the Executive Secretary for a period of the duties of the office for a month at which time the Executive Secretary shall design to. The Executive Secretary shall make such a request only under the circumstances covered in section D (2) of this Article, or in the event of the Executive Secretary's resignation from office.

ARTICLE IV. METHODS OF ELECTION.

The election and induction of all the new officers of this Club shall be conducted by the first of July of each year.

ARTICLE IV. (cont'd)

B. STATION MANAGER.

1. All Full Members of Radio Club are eligible for election as Station Manager.
2. The Station Manager shall be elected by secret preferential ballot by the Full Members of the Club one week before the election of the Divisional Managers.

C. EXECUTIVE SECRETARY.

1. All Full Members of Radio Club are eligible for election as Executive Secretary.
2. The Executive Secretary shall be elected by secret preferential ballot by the Full Members of the Club one week before the election of the Divisional Managers.

D. DIVISIONAL MANAGERS.

1. Nominations for Divisional Manager shall be made by the Full Members of each Division and shall constitute the primary slate of candidates.
2. From this primary slate of candidates, the Steering Committee shall prepare a final slate of candidates for each division.
3. Each Division shall elect its own manager by secret ballot from among the Full Members of the Division, and a simple majority shall constitute election.

E. ELECTED REPRESENTATIVES.

1. All Full Members of Radio Club are eligible for election as a Club Representative to Steering Committee.
2. Two such Representatives shall be elected by secretballot by the Full Members of Radio Club, and a simple majority shall constitute election.
3. The term of office shall be one semester with the possibility of one re-election.

ARTICLE V. MEETINGS

A. The Station Manager shall call one general Business Meeting of the Club per month.
B. The Station Manager or the Divisional Manager shall call the individual Divisional Meetings.
C. The Steering Committee shall meet at least once a month at the request of either the Station Manager or of any Member of the Steering Committee.
D. Any ten Members, Full or Trial of the Club may, upon written petition to the Station Manager, request a meeting of the Club, of an individual Division, or of the Steering Committee. Such a request will automatically be granted by the Station Manager.

ARTICLE VI. FINANCES.

A. The College Treasurer shall act as Financial Advisor to the Club and, at the start of each College fiscal year, the Financial Manager of the Club shall submit a tentative budget to the College Treasurer

ARTICLE IV. (cont'd)

A. STATION MANAGER.

1. All Full Members of Radio Club are eligible for election to Station Manager.

2. The Station Manager shall be elected by secret preferential ballot by the Full Members of the Club one week before the election of the Divisional Managers.

C. EXECUTIVE SECRETARY.

1. All Full Members of Radio Club are eligible for election to Executive Secretary.

2. The Executive Secretary shall be elected by secret preferential ballot by the Full Members of the Club one week before the election of the Divisional Managers.

D. DIVISIONAL MANAGERS.

1. Nomination for Divisional Manager shall be made by the Full Members of each Division and shall constitute the primary slate or candidates.

2. From this primary slate of candidates, the Steering Committee shall prepare the final slate of candidates for each division.

3. Each Division shall elect its own manager by secret ballot from among the Full Members of the Division, and a simple majority shall constitute election.

E. ELECTED MEMBER OF STEERING COMMITTEE.

1. All Full Members of Radio Club are eligible for election to Club Representative to Steering Committee.

2. Two such Representatives shall be elected by secret ballot by the Full Members of Radio Club, and a simple majority shall constitute election.

3. The term of office shall be one semester with the possibility of one re-election.

ARTICLE V. MEETINGS

1. The Station Manager shall call one general Business Meeting of the Club per month.

2. The Station Manager or the Divisional Manager shall call the individual Divisional Meetings.

3. The Steering Committee shall meet at least once a month at the request of either the Station Manager or any member of the Steering Committee.

4. Any two Members, Full or Equal of the Club may upon written petition to the Station Manager request a meeting of the Club, of a Division, or the Steering Committee. Such a request will then officially be granted by the Station Manager.

ARTICLE VI. FINANCES.

1. The College Treasurer shall act in the capacity of advisor to the Club and, at the start of each College Fiscal Year, the Financial Manager of the Club shall submit a tentative budget to the College Treasurer

ARTICLE VI. (cont'd))

for criticism and approval.

B. The Financial Manager shall submit this revised, tentative budget to the Club for approval. A two-thirds majority vote by the Full Members of the Club shall constitute endorsement of the budget and shall empower the Financial Manager to dispense Club monies in accordance with the approved budget.

C. TThe Financial Manager of the Club shall, with the College Treasurer, be responsible for letting out all contracts.

ARTICLE VII. AMENDMENTS.

This Constitution may be amended by a two-thirds majority vote at any regular Business Meeting provided that the amendment has been submitted in writing at the previous regular Business Meeting.

ARTICLE VI. (cont'd)

for criticism and approval.

[illegible] shall submit this revised tentative budget to the Club for approval. A two-third majority vote by the full membership of the Club shall constitute endorsement of the budget, and shall empower the Financial Manager to disburse Club monies in accordance with the approved budget.

c. The Financial Manager of the Club shall, with the College Treasurer, be responsible for keeping out all debts etc.

ARTICLE VII. AMENDMENTS.

This Constitution may be amended by a two-thirds majority vote at any regular Business Meeting provided that the amendment has been submitted in writing at the previous regular Business Meeting.

HOLLYWOOD
CHICAGO
NEW YORK

Standard Radio

Transcription Services, Inc.

NEW ADDRESS:
444 MADISON AVE.
NEW YORK 22

E FIFTH AVENUE · NEW YORK 22

October 8, 1951

Director, Radio Station
Smith College
Northampton, Massachusetts

Gentlemen:

During the last semester, we received reports that your campus radio station was radiating in such a manner as to cover all of the city and a considerable portion of the surrounding area.

We are not familiar with the conditions under which your station operates, but WHMP, Northampton, is a regular subscriber to Standard Program Library. Therefore, if these complaints should be renewed, we would feel it necessary to withdraw the Standard Library which is now in your possession.

Yours cordially,

Alex Sherwood

Alex Sherwood MR
STANDARD RADIO
Transcription Services, Inc.

AS:MR

CHARTER OF ~~THE RADIO CLUB~~ WCSR OF SMITH COLLEGE

ARTICLE I. PURPOSE.

The purpose of ~~this Club~~ WCSR is to operate, in all its aspects the Radio Station owned by the undergraduate body of Smith College. ~~The Club~~ WCSR shall strive to give the student body the type of program which it desires and shall also give its members an opportunity to gain practical experience in the various fields of radio.

ARTICLE II. MEMBERSHIP.

A. TRIAL MEMBERSHIP.

1. Trial Membership shall be open to all students desiring this membership.
2. Application for Trial Membership shall be made at special meetings held for this purpose in September and February of each Academic Year.
3. Trial members shall not have a vote in ~~Club~~ WCSR policy.

B. FULL MEMBERSHIP

1. Full Membership shall ~~automatically~~ be granted to any Trial Member who completes ~~fifteen~~ 20 hours of work in ~~Radio Club~~ WCSR during two consecutive semesters, and is approved by her head of Dep't.
2. Each Full Member of ~~the Radio Club~~ WCSR shall be required to contribute twenty hours of work in Radio each Academic Year in order to retain her Full Membership status.

ARTICLE III. ORGANIZATION

A. A Faculty Advisor shall be appointed by the President of the College for a term of two years.

B. STEERING COMMITTEE

1. The five Divisional Managers, together with the Station Manager, Executive Secretary, Business Manager and two Elected Representatives, shall constitute the Steering Committee.
2. The Steering Committee shall be charged with the routine functioning of ~~the Radio Club~~ WCSR.
3. At the beginning of each semester of broadcasting activities, this Committee shall present a tentative Program Format to ~~the Club~~ WCSR for ratification. Approval of this Format by a simple majority of the Full Members of ~~the Club~~ WCSR shall constitute the ~~Club's~~ Station's endorsement of Steering Committee's plans and shall empower the Steering Committee to proceed with the execution of these plans.
4. In the event of a need for drastic revision of this Format during a semester, the Steering Committee shall present the proposed changes to

CHARTER OF THE RADIO CLUB OF SMITH COLLEGE

ARTICLE I. PURPOSE.

The purpose of this Club is to operate, in all its aspects the Radio Station owned by the undergraduate body of Smith College. The Club should strive to give the student body the type of program which it desires and shall also give its members an opportunity to gain practical experience in the various fields of radio.

ARTICLE II. MEMBERSHIP.

A. TRIAL MEMBERSHIP.

1. Trial membership shall be open to all students desiring this membership.
2. Application for Trial Membership shall be made at special meetings held for this purpose in September and February of each Academic Year.
3. Trial members shall not have a vote in Club policy.

B. FULL MEMBERSHIP

1. Full membership shall automatically be granted to any Trial Member who completes fifteen hours of work in Radio Club during two consecutive semesters.
2. Each Full Member of the Radio Club shall be required to contribute twenty hours of work in Radio each Academic Year in order to retain her Full Membership status.

ARTICLE III. ORGANIZATION

A. A Faculty Adviser shall be appointed by the President of the College for a term of two years.

B. STEERING COMMITTEE

1. The five Divisional Managers, together with the Station Manager, Executive Secretary, and two Elected Representatives, shall constitute the Steering Committee.
2. The Steering Committee shall be charged with the routine functioning of the Radio Club.
3. At the beginning of each semester of broadcasting activities, this Committee shall present a tentative program format to the Club for ratification, approval or veto. Approved by a simple majority of the Full Members of the Club shall constitute the Club's endorsement of Steering Committee's plans and shall empower the Steering Committee to proceed with the execution of these plans.
4. In the event of a veto for detailed revision of this format during a semester, the Steering Committee shall submit the proposed changes to

ARTICLE III. (cont'd.)

the Club for ratification. Approval of a two-thirds majority of the Full Members of the Club shall constitiute ratification of the changes suggested by Steering Committee.

C. STATION MANAGER.

1. The Station Manager shall preside at all regular Business Meetings of ~~the Club~~ and she shall act as Chairman of Steering Committee, executing the policy of these bodies.
2. The Station Manager shall call all ~~Club~~ Station and Steering Committee meetings and may call a divisional meeting.

D. EXECUTIVE SECRETARY.

1. The Executive Secretary shall keep all the official records of the Club, the minutes of al all Business Meetings, and she shall handle all correspondence.
2. In the event of the absence or disability of the Station Manager, the executive Secretary shall preside at the Club Meetings and shall act as Cahirman of the Steering Committee. In this event, she shall appoint one or both of the Elected Representatives on Steering Committee to fulfill her functions until the return of the Station Manager or until a new Station Manager is elected.

E. DIVISIONAL MANAGERS.

1. The ~~Club~~ Station shall be divided into five Divisions and there shall be a Divisional Manager at the head of each Division.
2. The five Divisions shall bear the following names indicative of their functions:
   a) The Programming and Production Division
   b) The Technical Division.
   c) The ~~Financial~~ Music Division.
   d) The Advertising Division.
   e) The Public Relations Division.

F. ELECTED REPRESENTATIVES.

1. As representatives of the Club to Steering Committee, the Elected Representatives shall have one vote each in all the policy formation of the Steering Committeee.
2. Upon the request of the Executive Secretary, the Elected Representatives shall assume all or part of the duties of that office for a length of time which the Executive Secretary shall designate. The Executive Secretary shall make such a request only under the circumstances covered in Section D Part 2 of this Article or in the event of the Executive Secretary's resignation from office.

ARTICLE IV. METHODS OF ELECTION.

A. The election and installation of all the new Officers of this Club shall be completed by the first of May of each year.

ARTICLE VII. (cont'd.)

the Club for retaliation, approval of a two-thirds majority of the full issue of the Club shall constitute retaliation of the charges suggested by Selecting Committee.

C. SECTION MANAGER.

1. The Section Manager shall preside at all regular business meetings of the Club and shall act as Chairman of Selecting Committee, execution the policy of these bodies.

2. The Section Manager shall call Club and Selecting Committee meetings and any special dinner meeting.

D. EXECUTIVE SECRETARY.

1. The Executive Secretary shall keep all the official records of the Club, the minutes of all Business Meetings, and she shall handle all correspondence.

2. In the event of the absence or disability of the Section Manager, the executive Secretary shall preside at the Club meetings and shall act as Chairman of the Selecting Committee. In this event, she shall appoint any member of the Elected Top Management on Selecting Committee to fulfill her function until the return of the Section Manager or until a new Section Manager is elected.

E. DIVISIONAL MANAGER.

1. The Club shall be divided into five Divisions and there shall be a Divisional Manager in the head of each Division.

2. The five Divisions shall be the following Name- Indicative of their functions:

a) The Programming and Production Division
b) The Technical Division.
c) The Financial Division.
d) The Advertising Division.
e) The Public Relations Division.

F. ELECTED REPRESENTATIVES.

1. Representatives of the Club to Selecting Committee, the Elected Representatives shall have one vote each in all the policy formation of the Selecting Committee.

2. Upon the request of the Executive Secretary, the Elected Representatives shall consider of the duties of the officers for a length of time which the Executive Secretary shall designate. The Executive Secretary shall be such a request only under the circumstances covered in Section D Part 2 of this article or in the event of the Executive Secretary's resignation from office.

ARTICLE IV. ELECTION OF OFFICERS.

1. The election and installation of all the new officers of this Club shall be scheduled by the first of May of each year.

ARTICLE IV. (cont'd)

B. STATION MANAGER.

1. All Full Members of ~~Radio Club~~ WCSR are eligible for election as Station Manager.
2. The Station Manager shall be elected by secret preferential ballot by the Full Members of the ~~Club~~ Station one week before the election of the Divisional Managers.

C. EXECUTIVE SECRETARY.

1. All Full Members of ~~Radio Club~~ WCSR are eligible for election as Executive Secretary.
2. The Executive Secretary shall be elected by secret preferential ballot by the Full Members of the ~~Club~~ Station one week before the election of the Divisional Managers.

D. DIVISIONAL MANAGERS.

1. Nominations for Divisional Manager shall be made by the Full Members of each Division and shall constitute the primary slate of candidates.
2. From this primary slate of candidates, the Steering Committee shall prepare a final slate of candidates for each division.
3. Each Division shall elect its own manager by secret ballot from among the Full Members of the Division, and a simple majority shall constitute election.

E. ELECTED REPRESENTATIVES.

1. All Full Members of ~~Radio Club~~ WCSR are eligible for election as a ~~Club~~ Station Representative to Steering Committee.
2. Two such Representatives shall be elected by secretballot by the Full Members of ~~Radio Club~~ WCSR, and a simple majority shall constitute election.
3. The term of office shall be one semester with the possibility of one re-election.

ARTICLE V. MEETINGS

A. The Station Manager shall call one general Business Meeting of the ~~Club~~ Station per month.

B. The Station Manager or the Divisional Manager shall call the individual Divisional Meetings.

C. The Steering Committee shall meet at least once a ~~month~~ week at the request of either the Station Manager or of any Member of the Steering Committee.

D. Any ten Members, Full or Trial of the Club may, upon written petition to the Station Manager, request a meeting of the ~~Club~~ Station, of an individual Division, or of the Steering Committee. Such a request will automatically be granted by the Station Manager.

ARTICLE VI. FINANCES.

A. The College Treasurer shall act as Financial Advisor to the ~~Club~~ Station and, at the start of each College fiscal year, the ~~Financial~~ Business Manager of the ~~Club~~ Station shall submit a tentative budget to the College Treasurer

ARTICLE IV. (cont'd)

B. SELECTION MEMBERS.

1. All Full Members of Music Club are eligible for election to the Club Committee.

2. The Club Treasurer shall be selected by secret preferential ballot by the Full Members of the Club between Boards the elections of the Divisional Treasurers.

C. EXECUTIVE SECRETARY.

1. All Full Members of Music Club are eligible for election to Executive Secretary.

2. The Executive Secretary shall be selected by secret preferential ballot by the Full Members of the Club between Boards the elections of the Divisional Treasurers.

D. DIVISIONAL SECRETARIES.

1. Fourth Year for Division 1 Member shall be made by the Full Members of each Division and shall constitute the primary ballot.

2. From this primary ballot of two candidates, the Steering Committee shall present the ballot of candidates for each division.

3. Each Division shall select the member by secret ballot from among the Full Members of the Division, and simple majority shall constitute selection.

E. SELECTION MEMBERS INSTITUTES.

1. All Full Members of Music Club are eligible for election to Club Representative to Steering Committee.

2. Two Club Representatives shall be selected by secret ballot by the Full Members of Music Club, and a simple majority shall constitute selection.

3. The term of office shall be one semester with the possibility of one re-election.

ARTICLE V. MEETINGS

A. The Section Member shall call one General Business Meeting of the Club per month.

B. The Section Member or the Divisional Member shall call the individual Divisional Meeting.

C. The Steering Committee shall meet at least once a month at the request of either the Section Member or of any Member of the Steering Committee.

D. Any Club Member, Full or Total of the Club may upon written petition to the Section Member, request a meeting of the Club, or a Divisional Meeting, of the Steering Committee. Such a request will then be duly signed by the Section Member.

ARTICLE VI. FINANCE.

A. The College Treasurer shall act as Club Advisor to the Club Fund, at the set of each College Fiscal Year. The Treasurer of the Club shall submit a tentative budget to the College Treasurer.

ARTICLE VI. (cont'd))

for criticism and approval.

B. The ~~Financial~~ Business Manager shall submit this revised, tentative budget to the ~~Club~~ Steering for approval. A two-thirds majority vote by the Full Members of the ~~Club~~ Steering shall constitute endorsement of the budget and shall empower the ~~Financial~~ Business Manager to dispense ~~Club~~ Steering monies in accordance with the approved budget.

C. TThe ~~Financial~~ Business Manager of the Club shall, with the College Treasurer, be responsible for letting out all contracts.

ARTICLE VII. AMENDMENTS.

This Constitution may be amended by a two-thirds majority vote at any regular Business Meeting provided that the amendment has been submitted in writing at the previous regular Business Meeting. minor rules of procedure may be changed or modified by Steering Committee, with the approval of a 2/3 majority vote of Full Members.

ARTICLE VI. (cont'd))

for criticism and approval.

B. The Financial Manager shall in no not this revised, but give to the Club for approval. a two-third majority vote by the Full Member or the Club shall constitute endorsement of the budget and shall empow r the Financial Manager to disperse Club monies in accord nce with the approved budget.

C. The Financial Manager of the Club shall, with the College Treasurer, be responsible for letting out all contr cts etc.

ARTICLE VII. AMENDMENTS.

This Constitution may be amended by a two-thirds majority vote at any regular Business Meeting provided that the amendment has been submitted in writing at the previous regular Business Meeting.

THE CHARTER OF THE SMITH COLLEGE RADIO STATION WSCR

Approved 4/7/52

ARTICLE I PURPOSE

The purpose of WCSR, the Smith College Radio Station, shall be to serve the interests of the student body both as a means of communication and a medium of entertainment. WCSR, operating as a non-~~commercial~~ profit organization, shall be staffed solely by students of Smith College, in order for them to gain practical experience in the fields of radio. WCSR, the Smith College Radio Station, shall at all times endeavor to be perceptive about the needs and desires of the students which it serves.

ARTICLE II MEMBERSHIP

A. Trial Membership

1. Trial membership shall be open to all students desiring this membership.

2. Application for trial membership shall be made at special mmetings for this purpose at the beginning of each semester. Students desiring membership at times other than this may give their names to the station manager, and should the need arise in any departement, the student may be taken on as a trial member. The latter shall be determined by Steering Committee.

3. Trial members shall not have a vote in the Station Policy.

4. Trial members shall be on call at all times to help in any departement of the Radio Station but shall officially be entered on the roll of the departement of their choice.

5. A trial member may be assigned to another departement other than the one of her choice if members are needed in that departement. This temporary assignment shall be left up to the discretion of Steering Committee.

6. Each trial member at the end of twenty hours of work for WCSR will be eligible for full membership. The twenty hours of work must be completed during one semester of the academic year.

7. Her general willingness to work and her ability will determine whether she will be given full menbership. Each case will be decided by the head of the departement on it's own merits.

8. Any girl who ir refused membership at any time may request that she be allowed to present her case before the Steering Committee for reconsideration. At this time the Steering Committee will carefully review the case again and their judgement will be final.

9. All trial members will be required to attend one Steering Committee meeting during their time of trial membership. They shall be required also to attend all meetings held on the various phases of WCSR that are included in the general indoctrination course given by the staff of WCSR and visiting speakers.

10. Every trial member will be required to attend all but one monthly meeting of WCSR unless excused by the Station manager.

B. Full Membership

1. Full membership shall be automatically given to any trial member who completes the 20hour requirement, and who is recommended for membership by the head of the departement.

2. Every full member of the radio station shall be required to contribute 25 hours of work in radio each academic year in order to retain her full membership status. She must also attend all but two of the monthly WCSR meetings unless excused by the station manager.

3. A full member of the radio station shall be entitled to attend all conferences, visits to other stations and other affairs of radio interest at other colleges.

4. Only a full member may represent the Smith Radio Station at any conference away from Smith College. She will be, however, subject to voting restrictions as determined by the Steering Committee.

5. Only a full member of the Smith College Radio Station may become a permanent head of a night, morning or afternoon in any departement of the station.

ARTICLE III ORGANIZATION

A. FACULTY ADVISOR shall be suggested by the Station manager to Steering Committee and upon a 2/3 vote of the Committee shall become the official advisor to the radio station.

1. The Faculty Advisor shall serve atterm lasting from the beginning of the academic year to the end of the academic year.

2. The Faculty advisor may receive unlimited reappointments subject to the same voting requirements as set forth in A of Article III by the incoming Steering Committee.

3. A meeting of the Faculty Advisor and the Station Manager shall take place at least once every month of the academic year.

4. All suggestions of the Advisor shall at no time be binding upon the members of the radio station, although special note will be taken of any suggestions offered.

B. STEERING COMMITTEE

1. The six divisional managers, together with the Station Manager, Treasurer, Executive Secretary and the two elected representatives shall constitute the Steering Committee.

2. The Steering Committee shall be charged with the routine functioning of Station WCSR.

3. All suggestions for changes in the charter must be brought before Steering Committee first. Steering Committe will hear the case and vote according to their decision on the advisability of the plan. If Steering Committee beleives that it is a good plan, it will be acted upon immediately. A change in the charter shall be brought before the Station at the next monthly meeting. If Steering Committee does not agree with the plan, then the individual or individuals may if they so desire submit a written petition to the Staion Manager signed by 5% of the full members of the Station, to have the subject put on the agenda for the next monthly meeting.

C. STATION MANAGER

1. The Station Manager shall preside at all regular business meetings of the Station and shall act as the Chairman of the Steering Committee.

2. The Station Manager shall call all WCSR meetings and those of Steering Committee, and may call a divisional meeting.

3. The Station Manager shall at all times act as the co-ordinating force within the Station. She shall receive all complaints and shall bring them to the attention of the Steering Committee whenever she deems necessary.

4. She will ultimately be responsible for all material broadcast over WCSR directly.

D. HEAD OF PRODUCTION

1. The head of production shall at all times be responsible directly for any material that is broadcast over WCSR.

2. She, as head of production, willcall all meetings of the production departement.

3. In the event of the absence or the disability of the Station Manager , the head of production shall preside at the general WCSR meetings and shall act as Chairman of the Steering Committee. In this event, she shall appoint a member or members to carry on her duty as head of production. She shall, however, still be responsible for all material broadcast over the station. The head of production shall retain the office of Station Manager until the return of the Station Manager or until a new Manager is elected.

E. THE EXECUTIVE SECRETARY

1. The executive secretary shall keep all official records of the Station, the minutes of all business meetings and she shall handle all correspondance by direction.

2. She shall also keep a permanent file of correspondance and other necessary data concerning the Radio Station.

F. THE TREASURER

1. The treasurer shall be the custodian of all books dealing with the financial business of the Station.

2. The treasurer shall sign all checks in the name of Station WCSR.

3. The treasurer and the Station Mana ger shall have monthly meetings with the college treasurer to discuss the finance of the Station.

5. Only a full member of the Smith College Radio Station may become a permanent head of a dial, morning or afternoon in any department of the station.

ARTICLE III ORGANIZATION

A. FACULTY ADVISOR shall be suggested by the Station Manager to Steering Committee and upon a 2/3 vote of the Committee shall become the official advisor to the radio station.

1. The Faculty Advisor shall serve either begining from the beginning of the academic year to the end of the academic year.

2. The Faculty advisor may receive unlimited resignations subject to the same voting requirements as set forth in A of Article III by the incoming Steering Committee.

3. A meeting of the Faculty Advisor and the Station Manager shall take place at least once every month of the academic year.

4. All suggestions of the Advisor shall at no time be binding upon the members of the radio station, although special note will be taken of any suggestions offered.

B. STEERING COMMITTEE

1. The six divisional managers, together with the Station Manager, Executive Secretary and the two elected representatives shall constitute the Steering Committee.

2. The Steering Committee shall be charged with the functioning of Station WCSR.

3. All suggestions for changes in the charter must be brought before Steering Committee first. Steering Committee will hear the case and vote according to their decision on the advisability of the plan. If Steering Committee believes that it is a good plan, it will be voted upon immediately. A change in the charter shall be brought before the Station at the next monthly meeting. If Steering Committee does not agree with the plan, then the individual or individuals may if they so desire submit a written petition to the Station Manager signed by 55% of the full members of the Station, to have the project put on the agenda for the next monthly meeting.

C. STATION MANAGER

1. The Station Manager shall preside at all regular business meetings of the Station and shall act as the Chairman of the Steering Committee.

2. The Station Manager shall call all WCSR meetings and those of Steering Committee, and may call a divisional meeting.

3. The Station Manager shall at all times act as the co-ordinating force within the Station. She shall receive all complaints and shall bring them to the attention of the Steering Committee whenever she deems necessary.

4. She will ultimately be responsible for all material broadcast over WCSR directly.

D. HEAD OF PRODUCTION

1. The head of production shall at all times be responsible directly for any material that is broadcast over WCSR.

2. She, as head of production, will call all meetings of the production department.

3. In the event of the absence or the disability of the Station Manager, the head of production shall preside at the general WCSR meetings and shall act as Chairman of the Steering Committee. In this event, she shall appoint a member or members to carry on her duty as head of production. She shall, however, still be responsible for all material broadcast over the station. The head of production shall retain the duties of Station Manager until the return of the Station Manager or until a new Manager is elected.

E. THE EXECUTIVE SECRETARY

1. The executive secretary shall keep all official records of the Station, the minutes of all business meetings and she shall handle all correspondence by direction.

2. She shall also keep a permanent file of correspondence and other necessary data concerning the Radio Station.

F. THE TREASURER

1. The treasurer shall be the custodian of all books dealing with the financial business of the Station.

2. The treasurer shall sign all checks in the name of Station WCSR.

3. The treasurer and the Station Manager shall have monthly meetings with the College treasurer to discuss the finance of the Station.

4. No charge to an account of Station WCSR may be made by any member without the approval of the Station Manager and the Treasurer

G. DEPARTEMENTAL MANAGERS

1. The Station WCSR shall be divided into six departements and there shall be a division manager at the head of each departement.

2. The six departements shall bear the following names, indicative of their function:

a) The Programming and Production Departement
b) The Technical Departement
c) The Financial Departement
d) The Advertising Departement
e) The Publicity and Public Relations Departement
f) The Music Departement

3. Each departement shall have its own rules which will govern the members of the departement, but at no time may any rules contradict any article in the charter of WCSR.

H. ELECTED REPRESENTATIVES

1. As representatives of the Station to Steering Committee the elected representatives shall have one vote in all the policy formation of the Committee.

2. The elected representatives may be requested to work at various jobs that need to be performed at the RadioStation, at the discretion of the Manager. Such duties shall at no time be allowed to interfere with their primary job of elected representatives.

3. It is the duty of the elected representatives to make suggestions to the Station Manager regarding all phases of the Station made by the members of the Station.

ARTICLE IV METHODS OF ELECTION

A. The ~~election and~~ instillation of all the new officers of this Station shall be made immediately upon the announcement of the top Student Council Officers.

1. The slate of candidates for each office must be submitted to the Station Manager two and ~~a half~~ weeks befor e the election. The Station Manager must in turn submit the slate to Point System.

2. The pictures of all candidates on the final slate for the various offices must be posted two weeks before the date of the election. Pertinent data must be included concerning the candidates.

3. This material must be placed in a conspicuous spot so that all members may be able to see it.

B. STATION MANAGER, PRODUCTION HEAD, EXECUTIVE SECRETARY, TREASURER

1. All full members of WCSR are eligible for election for the position of these four.

2. It shall be recommended that the Station Manager be a student entering her senior year the following fall. For any other student to hold the office there must be a majority vote of Steering Committee, and/or a written petition from the Station by 5% of the full members, to be put on the slate.

3. The Station Manager, Production Head and Secretary shall be elected by secret preferential ballot by the full members of the Station before the election of the division heads.

C. DIVISIONAL HEADS

1. Nominations for departement managers shall be made by full members of each division.

2. Each division shall select its own manager by secret preferential ballot from among the full members of the division. The slate shall be narrowed down till a majority of votes is received by one candidate, unless the majority needed is gotten on the first voting. The station manager shall preside at all election meetings.

4. No charge to an account of Station WCSH may be made by any member without the approval of the Station Manager and the Treasurer.

C. DEPARTMENTAL DIVISIONS

1. The Station WCSH shall be divided into six departments and there shall be a division manager at the head of each department.

2. The six departments shall bear the following names, indicative of their functions:

a) The Programming and Production Department
b) The Technical Department
c) The Financial Department
d) The Advertising Department
e) The Publicity and Public Relations Department
f) The Music Department

3. Each department shall have its own rules which will govern the members of the department, but at no time may any rules contradict any article in the constitution of WCSH.

D. ELECTED REPRESENTATIVES

1. As representatives of the Station to Steering Committee the elected representatives shall have one vote in all the policy formation of the Committee.

2. The elected representatives may be requested to work at various jobs that need to be performed at the radiostation, at the discretion of the Manager. Such duties shall at no time be allowed to interfere with their primary job of elected representatives.

3. It is the duty of the elected representatives to make suggestions to the Station Manager regarding all phases of the Station made by the members of the station.

ARTICLE IV METHODS OF ELECTION

A. The installation of all the new officers of this Station shall be made immediately upon the announcement of the top Student Council Officers.

1. The slate of candidates for each office must be submitted to the Station Manager two and weeks before the election. The Station Manager must in turn submit the slate to Point System.

2. The pictures of all candidates on the final slate for the various offices must be posted two weeks before the date of the election. Pertinent data must be included concerning the candidates.

3. This material must be placed in a conspicuous spot so that all members may be able to see it.

B. STATION MANAGER, PROGRAMMING MAN, MUSICALLY SECRETARY, TREASURER

1. All full members of WCSH are eligible for election to the position of these four.

2. It shall be recommended that the Station Manager be a student entering his senior year the following fall. For any other student to hold the office there must be a majority vote of Steering Committee, and/or a written petition from the Station by 3/4 of the full members, to be put on the slate.

3. The Station Manager, Programming Man and Secretary shall be elected by secret preferential ballot by the full members of the Station the election of the division heads.

C. DIVISIONAL HEADS

1. Nominations for departmental managers shall be made by full members of each division.

2. Each division shall select its own manager by secret preferential ballot from among the full members of the division. The slate shall be narrowed down till a majority of votes is received by one candidate, unless the majority needed is written on the first voting. The station manager shall preside at all election meetings.

ARTICLE V MEETINGS

A. The Station Manager shall call one general meeting,for the business of the Station, per month.

B. The Station Manager or the divisional managers shall call the individual divisional meetings.

C. The Steering Committee shall meet once a week or oftener at the request of the Station Manager. A Unanimous vote of the entire Steering Committee may cancel a weekly meeting, if it is deemed unnecessary to hold said meeting.

D. Any ten members of the Station upon petition to the Station Manager may request a meeting of the Station, or of an individual division, or of the Steering Committee. Such request shall automatically be granted by the Station Manager.

ARTICLE VI FINANCES

A. The college treasurer shall act as financial advisor to the Station and at the start of each college fiscal year, the financial manager with the aid of the Station Manager shall submit a tentative budget to the college treasurer for criticism and approval.

B. No funds shall be expended for any purpose without the approval of both the financial head of the Station and the Station Manager.

ARTICLE VII PUBLIC SERVICE TIME

A. At the first meeting of Steering Committee each year, it will be determined how much time shall be granted to clubs and charity organizations as free time.

B. This decision may at a later date be amended by a 2/3 vote of Steering Committee.

ARTICLE VIII AMENDING OF THE CHARTER

A. This charter may be amended by a 2/3 vote of the members present at any one of the monthly WCSR meetings.

ARTICLE V. MEETINGS

A. The Station Manager shall call one general meeting for the business of the Station, per month.

B. The Station Manager or the divisional managers shall call the individual divisional meetings.

C. The Steering Committee shall meet once a week or oftener at the request of the Station Manager. A unanimous vote of the entire Steering Committee may cancel a weekly meeting, if it is deemed unnecessary to hold such meeting.

D. Any ten members of the Station upon petition to the Station Manager may request a meeting of the Station, or of an individual division, or of the Steering Committee. Such request shall automatically be granted by the Station Manager.

ARTICLE VI FINANCES

A. The College treasurer shall act as financial advisor to the Station and at the start of each college fiscal year, the financial manager with the aid of the Station Manager shall submit a tentative budget to the college treasurer for criticism and approval.

B. No funds shall be expended for any purpose without the approval of both the financial head of the Station and the Station Manager.

ARTICLE VII PUBLIC CHARITY FUNDS

A. At the first meeting of Steering Committee each year, it will be determined how much time shall be granted to civic and charity organizations as free time.

B. These decisions may at a later date be amended by a 2/3 vote of Steering Committee.

ARTICLE VIII AMENDING OF THE CONSTITUTION

A. This constitution may be changed by a 2/3 vote of the members present at any one of the monthly observations.

Ms of 1953-54

THE CHARTER OF THE SMITH COLLEGE RADIO STATION
WCSR

ARTICLE I - ~~PURPOSE~~ Name

The purpose of WCSR, the Smith College Radio Station, shall be to serve the interests of the student body both as a means of communication and a medium for entertainment. WCSR operating as a non-commercial organization shall be staffed soly by students of Smith College in order for them to gain practical experience in the fields of radio. WCSR, the Smith College Radio Station, shall at all times endeavor to be perceptive of the needs and desires of the students which it serves.

ARTICLE II - MEMBERSHIP

A. Trial Membership

1. Trial Membership shall be open to all students desiring this membership.

2. Application for trial membership shall be made at special meetings held for this purpose at the beginning of each semester. Students desiring membership at times other than this may give their names to the Station Manager and should the need arise in any department, the student may be taken on as a trial member. The latter shall be determined by the Steering Committee.

3. Trial members shall not have a vote in the station policy.

4. Trial members shall be on call at all times to help in any department of the Radio Station, but shall officially be entered on the roll of the department of their choice.

5. Each trial member, at the end of a period of competition will be eligible for consideration as a full member. The period of competition will consist of a time determined upon by the Steering Committee.

6. The general willingness to work and the ability of each trial member will determine whether she will be given full membership. Each case shall be decided by the head of the department of it's own merits.

7. Any girl who is refused membership at any time may request that she be allowed to present her case to Steering Committee for reconsideration. At this time, ~~Steering Committee~~ Senior Board will carefully review the case again and their judgement will be final.

8. All trial members shall be required to attend all meetings held on the various phases of WCSR that are included in the general indoctrination course given by the staff of WCSR and visiting speakers.

9. Every trial member will be required to attend all but one monthly meeting of WCSR unless excused by the General Manager.

B. Full Membership

1. Full membership shall be awarded to any trial member who satisfactorily completes the period of competition, and who is recommended for membership by the head of the department.

2. Every full member of the Radio Station shall be required to contribute 25 hours of work in radio each academic year in order to retain her full membership status. She must also attend all of the monthly meetings of WCSR unless excused by the General Manager.

3. A full member of the Radio Station shall be entitled to attend all conferences, visits to other stations and other affairs of radio interest at other colleges.

4. Only a full member may represent the Smith College Radio Station at

THE CONSTITUTION OF THE SMITH COLLEGE RADIO STATION
WSSR

ARTICLE I - PURPOSE

The purpose of WSSR, the Smith College Radio Station, shall be to serve the interests of the student body both as a means of communication and training for broadcasting. WSSR operating as a non-commercial organization shall be worked only by students of Smith College in order for them to gain practical experience in the fields of radio. WSSR, the Smith College Radio Station, shall at all times endeavor to be progressive of the needs and desires of the students which it serves.

ARTICLE II - MEMBERSHIP

A. Trial Membership

1. Trial Membership shall be open to all students desiring this membership.
2. Application for trial membership shall be made at special meetings held for this purpose at the beginning of each semester. Students desiring membership at other times than this may give their names to the Station Manager and should be used only in any department. The student may be taken on as a trial member. The final after it will be determined by the Executive Board.
3. Trial members shall not have a vote in the station policy.
4. Trial members shall be on call of all chiefs to help in any department of the Radio Station, but shall not be entered on the roll of the department at their choice.
5. After three months, at the end of a trial period, the member will be eligible for consideration as a full member. The period of consideration will consist of a time determined upon by the Executive Committee.
6. The general willingness to work and the ability of each trial member will determine whether she will be given full membership. Each case shall be decided by the board of the department of the member.
7. Any girl who be refused membership at any time may request that she be allowed to appear for once to Executive Committee for reconsideration. No more than two requests will consecutively receive the same reply and each judge-ment will be final.
8. All trial members shall be required to record all broadcasts held on the various phones of WSSR that are included in the general training course given by the staff of WSSR and visiting speakers.
9. Every trial member will be required to attend all but one monthly meeting of WSSR unless excused by the General Manager.

B. Full Membership

1. Full membership shall be awarded to any trial member who satisfactorily completes the period of consideration, and who is recommended for membership by the head of the department.
2. Every full member of the Radio Station shall be required to contribute 25 hours of work in radio each academic year in order to retain her full membership status. She must also attend all of the monthly meetings of WSSR unless excused by the General Manager.
3. A full member of the Radio Station shall be entitled to attend all conferences, visits to other stations and other activity of radio interest at other colleges.
4. Only a full member may represent the Smith College Radio Station at

any conference away from the college. However, she will be subject to voting restrictions as determined by Steering Committee.

5. Only a full member of the Smith College Radio Station may become a permenant Head of Afternoon or Night ~~in any department of the Station.~~

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ARTICLE III - ORGANIZATION

A. FACULTY ADVISOR

1. A faculty devisor shall be suggested by the General Manager to ~~Steering Committee~~ and upon a 2/3 vote of Steering Committee shall become the official advisor of the Station.

2. The faculty advisor shall serve for a term lasting from the beginning of the academic year to the end of the same year.

3. The faculty advisor may receive unlimited appointments subject to the same voting requirements as set forth in 1 of Article III, by each incoming Steering Committee.

4. A meeting of the faculty advisor and the General Manager shall take place at least once every month of the academic year.

5. All suggestions of the faculty advisor shall at no time be binding upon the members of the Radio Station, although special note will be taken of any suggestions offered.

B. STEERING COMMITTEE

1. The Steering Committee shall be divided into two boards, Senior Board and Junior Board.

a. Senior Board shall consist of the ~~General~~ Station Manager, ~~Production~~ Program Director, Technical Director, ~~Advertising~~ Manager, Executive Secretary, ~~and~~ Publicity Director the ~~two~~ Representatives-at-large.

b. Junior Board shall consist of the Music ~~Librarian~~, ~~Publicity Director~~, Drama Director, Assistant ~~Program~~ Director (Personnel Manager), Head of ~~Competitors~~, ~~and~~ the Heads of Afternoon and Night, ~~Head~~ of Announcers

2. The Steering Committee shall be charged with the routine functioning of Station WCSR, and shall meet once every week.

a. The Senior Board shall be presided over by the ~~General~~ Station Manager.

b. The Junior Board shall be presided over by the Representatives-at-large, ~~each on alternate weeks.~~

c. All matters which are discussed and approved by the Senior Board shall then be brought before the Junior Board to be treated in like manner. If the Junior Board opposes any motion which has previously been passed by the Senior Board, it may be brought up for discussion at the meetings of the following week.

d. All matters which are brought up by the Junior Board must be discussed and approved by the Senior Board before they can be treated in like manner by the Junior Board.

Senior Board

1. ~~GENERAL~~ Station MANAGER

1. 1. The ~~General~~ Station Manager ~~shall incorporate the duties of the Station Manager and the Business Manager, and~~ shall be responsible for all the financial and public relations activities of the Station. Other members of the Steering Committee shall be directly responsible to her.

2. As Station Manager she shall:

a. Preside at all regular business meetings of the Station, and ant as chairman of the Senior Board ~~of the Steering Committee~~.

b. call all WCSR and Senior Board Meetings, and may call either a Junior Board or a Dept. Meeting.

c. At all times act as the co-ordinating force within the Station.

any conference away from the college. However, she will be subject to voting restrictions as determined by Steering Committee.

5. Only a full member of the Smith College Radio Station may become a permanent Head of Afternoon or Night in any department of the Station.

ARTICLE III - ORGANIZATION

A. FACULTY ADVISOR

1. A faculty advisor shall be appointed by the General Manager to Steering Committee and upon a 2/3 vote of Steering Committee shall become the official advisor of the Station.

2. The faculty advisor shall serve for a term lasting from the beginning of the academic year to the end of the same year.

3. The faculty advisor may receive written appointments subject to the same voting requirements as set forth in I of Article III, by each incoming Steering Committee.

4. A meeting of the faculty advisor and the General Manager shall take place at least once every month of the academic year.

5. Call supervision of the faculty advisor shall at no time be binding upon the members of the Radio Station, although careful note will be taken of any suggestions offered.

B. STEERING COMMITTEE

1. The Steering Committee shall be divided into two boards, Senior and Junior Board.

2. Senior Board shall consist of the General Manager, Programming Director, Instructional Director, Program Manager, Executive Secretary, and the Department Heads-in-Large.

3. Junior Board shall consist of the Music Manager, Technical Director, Director of Publicity, Director of Promotion (Promotional Manager), Director of Correspondence, and the Heads of Afternoon and Night Departments.

4. The Steering Committee shall be charged with the policies functioning of Station WSC, and shall meet once every week.

a. The Senior Board shall be presided over by the General Manager.

b. The Junior Board shall be presided over by the Programming Director.

c. All matters which are discussed and approved by the Senior Board shall then be brought before the Junior Board to be treated in like manner. If the Junior Board approves any motion which has previously been passed by the Senior Board, it may be brought up for discussion at the meeting of the following week.

d. All matters which are brought up by the Junior Board must be discussed and approved by the Senior Board before they can be treated in like manner by the Junior Board.

C. General Matters

1. The General Manager is responsible to the Station Manager and the Programming Director, and shall be responsible for all the financial and public relations activities of the Station. Other members of the Steering Committee shall be directly responsible to him.

2. An Station Manager also shall:

a. Preside at all regular business meetings of the Station, and act as chairman of the Senior Board Meeting Steering Committee.

b. Call all Senior and Junior Board Meetings, and may call either a Junior Board or a Senior Board Meeting.

c. At all times act as the co-ordinating figure within the Station.

She shall receive all complaints and shall bring them to the attention of the Senior Board whenever she deems necessary.

3. As Business Manager she shall:

a. Be the custodian of all books dealing with the financial business of the Station.

b. Sign all checks in the name of Station WCSR.

c. Have monthly meetings with the college treasurer to discuss the finances of Station WCSR.

d. Spprove all charges to the account of WCSR.

Business Mgr. Duties

2 3. ~~PRODUCTION~~ Program DIRECTOR

1. The ~~Production~~ Program Director shall at all times be directly responsible for any material that is broadcast over Station WCSR.

2. She shall call all meetings of the Production Department.

3. In the event of the absence or disability of the ~~General~~ Station Manager, the Program Dir. shall preside at the general WCSR meetings, and shall act as chairman of the Senior Board. In this event she shall appoint a member or members to carry on her duties as Program Director. She shall, however, still be responsible for all material broadcast over the Station. She shall retain the office of Station Manager untill the return of the ~~General~~ Station Manager or untill a new ~~General~~ Station Manager is elected.

3 ~~B.~~ EXECUTIVE SECRETARY

1. The Executive Secretary shall keep all official records of the Station, the minutes of all meetings, and she shall handle all correspondence by direction.

2. She shall also keep a permanant file of correspondence and other necessary data concerning the Station.

4 Tech Dir. 5 Publicity 6 Adv.

D Junior Board

~~B.~~ DEPARTMENTAL MANAGERS

1. Station WCSR shall be divided into five departments, and there shall be a division manager at the head of each.

1. Asst Pro. Dir

2. The five departments shall bear the following names indicative of their functions:

2.

a. Production Department

b. Technical Department

c. Advertising Department

d. Publicity Department

e. Music ~~Librarian~~ Department

3. Each department will have its own rules which will govern the members of its department, but at no time may any rules contradict any article of the Charter of WCSR.

4. The rules of each department shall be posted in the Station at all times.

B. 7- ~~C.~~ ~~ELECTED REPRESENTATIVES~~ Representatives

1. As representatives of the Station to Steering Committee the elected representatives shall have one vote ~~each~~ in all the policy formation of the Steering Committee.

2. They shall primarily conduct the meetings of the Junior Board.

3. They may also be requested to work at various jobs that need to be performed at the Station at the discretion of the General Manager. Such duties shall at no time be allowed to interfere with their primary job as elected representatives.

4. It is the duty of the elected representatives to make suggestions to the General Manager regarding all phases of the Station made by the members of the Station, and to report the discussions of the Junior Board to the Senior Board.

the shall receive all complaints and shall bring them to the attention of the [illegible] whenever the occasion requires.

3. As Business Manager the shall:

a. Be the custodian of all books dealing with the financial business of the Station.

b. Sign all checks in his name of [illegible] WCNR.

c. Have monthly meetings with the college treasurer to discuss the finances of Station WCNR.

d. Approve all changes in the account of WCNR.

[illegible]

2. [illegible] Director

1. The [illegible] Director shall at all times be directly responsible for any material that is broadcast over Station WCNR.

2. He shall call all meetings of the Programming Department.

3. In the event of the absence or disability of the General Manager, the [illegible] shall preside at the general WCNR meetings, and shall act in [illegible] of the Station Director. In this event she shall appoint a member or members to a very certain duties as Program Director. She shall, however, still be responsible for all material broadcast over the station. She shall rotate the duties of the Program Manager unless the return of the General Manager or until a new General Manager is elected.

3. [illegible]

1. The Executive Secretary shall keep all official records of the Station, the minutes of all meetings, and she shall handle all correspondence by direction.

2. She shall also keep a permanent file of correspondence and other necessary [illegible] the Station.

3. [illegible]

1. The Station shall be divided into five departments, and there shall be a station manager at the head of each.

2. The five departments shall have the following names indicative of their functions:

a. Production Department
b. Technical Department
c. Advertising Department
d. Publicity Department
e. Studio [illegible] Department

3. Each department will have its own rules which will govern the members of its department, but at no time may any rules contradict any articles of the Charter of WCNR.

4. The rules of each department shall be posted in the Station at all times.

5. [illegible]

1. As representatives of the Station be department [illegible] the student [illegible] shall have one vote [illegible] in all the policy formulation of the Student Committee.

2. They shall publicly conduct the meetings of the Junior Board.

3. They may also be requested to work at various jobs that need to be performed at the WCNR at the discretion of the General Manager. Such duties shall at no time be allowed to interfere with their primary job as elected representatives.

4. It is the duty of the elected representatives to make suggestions to the General Manager regarding all phases of the operation made by the members of the Station, and to report the observations of the Junior Board to the Senior Board.

ARTICLE IV - METHODS OF ELECTION

A. The election and installation of all the new officers of the Station shall be held ~~immediately upon the announcement of the top Student Council officers.~~ [illegible] at the beginning of Second Semester.

1. The slate of candidates for each office must be submitted to the ~~General~~ Station Manager ~~two and one half weeks prior to the election. The General Manager~~ who must in turn submit the slates to Point System.

2. The pictures of all candidates on the final slate for the various offices must be posted two weeks before the date of the election with pertinent data concerning the candidates.

3. This material must be placed in a conspicuous spot so that all members will be able to see it.

B. ~~GENERAL MANAGER, PRODUCTION DIRECTOR, AND EXECUTIVE SECRETARY~~ Pub Dir

B. Senior Board

1. All full members of WCSR are eligible for election to the position of General Manager, ~~Production Director,~~ and Executive Secretary. + Rep at Large

2. It shall be recommended that the General Manager and Production Director be students entering into their senior year the following fall. For any other student to hold the office there must be a majority vote of Steering Committee and/or a written petition from the Station by 5% of the full members to be put on the slate.

1. ~~The General Manager, Production Director, and Executive Secretary~~ Sr. Board shall be elected by secret preferential ballot by full members of the Station ~~before the election of the divisional heads.~~

4. C. DIVISIONAL MANAGERS Tech Dir, Pub Dir, Ad. Man.

1. Nominations for divisional managers shall be made by the full members of each division.

2. Each division shall elect its own manager by secret preferential ballot from among the full members of the division. The slate shall be narrowed down until a majority of votes is received by one candidate, unless the majority needed is gotten on the first voting.

D. ASSISTANT PRODUCTION DIRECTOR, DRAMA DIRECTOR, DIRECTOR OF COMPETITION Music Director Head of Announcers

1. The above ~~three~~ shall be appointed by ~~steering committee~~ Director at their first meeting.

E. ELECTED REPRESENTATIVES

1. The Representatives-at-large shall be elected by preferential secret ballot by full members of the station at the time of the election of the ~~General~~ Station Manager and the rest of the staff.

ARTICLE V - MEETINGS

A. The general Manager shall call one general business meeting of the Station per month, ~~for which attendence is required.~~ Each fall semester and one [illegible] per year

B. ~~The General Manager or the Divisional Managers~~ Department Directors shall call the individual ~~divisional~~ Department meetings when necessary.

C. The ~~Steering Committee~~ Sr. Board shall meet once a week or oftener, at the request of the ~~General~~ Station Manager. ~~The Senior Board shall meet first, followed by the Junior Board, preferably on the following day. A unanimous vote of the Senior Board may cancel either of the weekly meetings if is so desired.~~

D. Any ten members of the Station upon petition to the ~~General~~ Manager may request a meeting of the Station, of either board, or of an individual ~~division.~~ Department. Such request shall automatically be granted by the ~~General~~ Manager.

The Jr. Board shall meet ~~to~~ to discuss business ~~that~~ handed down by the Senior Board, and the request of the Rep at Large

ARTICLE IV - METHODS OF ELECTION

A. The elections and installations of all the new officers of the Section shall be held immediately upon the conclusion of the Spring Semester elections.

B. The slate of candidates for each office must be submitted to the General Manager two weeks prior to the election. General Manager must inform which the slates to local groups.

2. The ballots of all candidates on the final slate for the various offices must be posted two weeks before the date of the election with particulars concerning the candidates.

3. The ballots must be placed in a conspicuous spot so that all members will be able to see it.

B. SPECIAL ELECTIONS. ~~[illegible]~~

1. All full members of NSSF are eligible for election to the position of General Manager, Executive Vice-President, and Executive Secretary.

2. It shall be recommended that the General Manager and President Director be students entering into their senior year the following fall. For any other student to hold the office there must be a majority vote of Steering Committee and/or a written petition from the Section by 1/4 of the full members to be put on the slate.

3. ~~The General Manager, Executive Secretary and Treasurer shall be elected by secret preferential ballot by full members of the Section before the close of the Christmas term.~~

C. DEPARTMENTAL MANAGERS

1. Nominations for departmental managers shall be made by the full members of each division.

2. Each division shall elect its own manager by secret preferential ballot from among the full members of the division. The slate shall be narrowed down until a majority of votes is received by one candidate, unless the majority needed is gotten on the first voting.

D. ASSISTANT PRODUCTION DIRECTOR, DEAN'S DIRECTOR, DIRECTOR OF ENTERTAINMENT

1. The above three shall be appointed by the new officers at their first meeting.

E. MINUTES REPRESENTATIVES

1. The Representatives-at-large shall be elected by preferential secret ballot by full members of the Section at the time of the election of the General Manager and the rest of the staff.

ARTICLE V - MEETINGS

A. The general Manager shall call one general business meeting of the Section per month, for which attendance is required.

B. The General Manager or the Departmental managers shall call the individual divisional meetings when necessary.

C. The Steering Committee shall meet once a week or oftener, at the request of the General Manager. The Senior Board shall meet first, followed by the Junior Board, preferably on the following day. A majority vote of the Senior Board may change either of the weekly meetings if so desired.

D. Any ten members of the Section upon petition to the General Manager may request a meeting of the Section, of either board, or of an individual division. Such request shall automatically be granted by the General Manager.

ARTICLE VI - FINANCES

A. The College Treasurer shall act as financial advisor to the Station.

B. No funds shall be expended for any purpose at any time without the approval of the ~~General Manager.~~ Business Manager

C. At the end of each college year, the ~~General Manager~~ Business Manager shall submit a budget for the past year.

ARTICLE VII - AMENDING OF THE CHARTER

A. This charter may be amended by a 2/3 vote of the members present at any one of the monthly WCSR meetings.

As of 1953-54

THE CHARTER OF THE SMITH COLLEGE RADIO STATION
WCSR

ARTICLE I - PURPOSE

The purpose of WCSR, the Smith College Radio Station, shall be to serve the interests of the student body both as a means of communication and a medium for entertainment. WCSR operating as a non-commercial organization shall be staffed soly by students of Smith College in order for them to gain practical experience in the fields of radio. WCSR, the Smith College Radio Station, shall at all times endeavor to be perceptive of the needs and desires of the students which it serves.

ARTICLE II - MEMBERSHIP

A. Trial Membership

1. Trial Membership shall be open to all students desiring this membership.

2. Application for trial membership shall be made at special meetings held for this purpose at the beginning of each semester. Students desiring membership at times other than this may give their names to the Station Manager and should the need arise in any department, the student may be taken on as a trial member. The latter shall be determined by the Steering Committee.

3. Trial members shall not have a vote in the station policy.

4. Trial members shall be on call at all times to help in any department of the Radio Station, but shall officially be entered on the roll of the department of their choice.

5. Each trial member, at the end of a period of competition will be eligible for consideration as a full member. The period of competition will consist of a time determined upon by the Steering Committee.

6. The general willingness to work and the ability of each trial member will determine whether she will be given full membership. Each case shall be decided by the head of the department of it's own merits.

7. Any girl who is refused membership at any time may request that she be allowed to present her case to Steering Committee for reconsideration. At this time, Steering Committee will carefully review the case again and their judgement will be final.

8. All trial members shall be required to attend all meetings held on the various phases of WCSR that are included in the general indoctrination course given by the staff of WCSR and visiting speakers.

9. Every trial member will be required to attend all but one monthly meeting of WCSR unless excuded by the General Manager.

B. Full Membership

1. Full membership shall be awarded to any trial member who satisfactorily completes the period of competition, and who is recommended for membership by the head of the department.

2. Every full member of the Radio Station shall be required to contribute 25 hours of work in radio each academic year in order to retain her full membership status. She must also attend all of the monthly meetings of WCSR unless escused by the General Manager.

3. A full member of the Radio Station shall be entitled to attend all conferences, visits to other stations and other affairs of radio interest at other colleges.

4. Only a full member may represent the Smith College Radio Station at

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ARTICLE III - ORGANIZATION

A. FACULTY ADVISOR

1. A faculty devisor shall be suggested by the General Manager to Steering Committee and upon a 2/3 vote of Steering Committee shall become the official advisor of the Station.

2. The faculty advisor shall serve for a term lasting from the beginning of the academic year to the end of the same year.

3. The faculty advisor may receive unlimited appointments subject to the same voting requirements as set forth in 1 of Article III, by each incoming Steering Committee.

4. A meeting of the faculty advisor and the General Manager shall take place at least once every month of the academic year.

5. All suggestions of the faculty advisor shall at no time be binding upon the members of the Radio Station, although special note will be taken of any suggestions offered.

B. STEERING COMMITTEE

1. The Steering Committee shall be divided into two boards, Senior Board and Junior Board.

a. Senior Board shall consist of the General Manager, Production Director, Technical Director, Advertising Manager, Executive Secretary, and the two Representatives-at-large.

b. Junior Board shall consist of the Music Librarian, Publicity Director, Drama Director, Assistant Production Director (Personnel Manager), Head of Competitors, and the Heads of Afternoon and Night.

2. The Steering Committee shall be charged with the routine functioning of Station WCSR, and shall meet once every week.

a. The Senior Board shall be presided over by the General Manager.

b. The Junior Board shall be presided over by the Representatives-at-large, each on alternate weeks.

c. All matters which are discussed and approved by the Senior Board shall then be brought before the Junior Board to be treated in like manner. If the Junior Board opposes any motion which has previously been passed by the Senior Board, it may be brought up for discussion at the meetings of the following week.

d. All matters which are brought up by the Junior Board must be discussed and approved by the Senior Board before they can be treated in like manner by the Junior Board.

C. GENERAL MANAGER

1. 1. The General Manager shall incorporate the duties of the Station Manager and the Business Manager, and shall be responsible for all the financial and public relations activities of the Station. Other members of the Steering Committee shall be directly responsible to her.

2. As Station Manager she shall:

a. Preside at all regular business meetings of the Station, and ant as chairman of the Senior Board of the Steering Committee.

b. call all WCSR and Senior Board Meetings, and may call either a Junior Board or a Divisional Meeting.

c. At all times act as the co-ordinating force within the Station.

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b. call all WCSR and Senior Board Meetings, and may call either a Junior Board or a Divisional Meeting.

c. At all times act as the co-ordinating force within the Station.

ARTICLE IV - METHODS OF ELECTION

A. The election and installation of all the new officers of the Station shall be held immediately upon the announcement of the top Student Council officers.

1. The slate of candidates for each office must be submitted to the General Manager two and one half weeks prior to the election. The General Manager must in turn submit the slates to Point System.

2. The pictures of all candidates on the final slate for the various offices must be posted two weeks before the date of the election with pertinent data concerning the candidates.

3. This material must be placed in a conspicuous spot so that all members will be able to see it.

B. GENERAL MANAGER, PRODUCTION DIRECTOR, AND EXECUTIVE SECRETARY

1. All full members of WCSR are eligible for election to the position of General Manager, Production Director, and Executive Secretary.

2. It shall be recommended that the General Manager and Production Director be students entering into their senior year the following fall. For any other student to hold the office there must be a majority vote of Steering Committee and/or a written petition from the Station by 5% of the full members to be put on the slate.

3. The General Manager, Production Director, and Executive Secretary shall be elected by secret preferential ballot by full members of the Station before the election of the divisional heads.

C. DIVISIONAL MANAGERS

1. Nominations for divisional managers shall be made by the full members of each division.

2. Each division shall elect its own manager by secret preferential ballot from among the full members of the division. The slate shall be narrowed down until a majofity of votes is received by one candidate, unless the majority needed is gotten on the first voting.

D. ASSISTANT PRODUCTION DIRECTOR, DRAMA DIRECTOR, DIRECTOR OF COMPETITION

1. The above three shall be appointed by steering committee at their first meeting.

E. ELECTED REPRESENTATIVES

1. The Representatives-at-large shall be elected by preferential secret ballot by full members of the station at the time of the election of the General Manager and the rest of the staff.

ARTICLE V - MEETINGS

A. The general Manager shall call one general business meeting of the Station per month, for which attendence is required.

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She shall receive all complaints and shall bring them th the attention of the Steering Committee whenever she deems necessary.

3. As Business Manager she shall:

a. Be the custodian of all books dealing with the financial business of the Station.

b. Sign all checks in the name of Station WCSR.

c. Have monthly meetings with the college treasurer to discuss the finances of Station WCSR.

d. Spprove all charges to the account of WCSR.

D. PRODUCTION DIRECTOR

1. The Production Director shall at all times be directly responsible for any material that is broadcast over Station WCSR.

2. She shall call all meetings of the Production Department.

3. In the event of the absence or disability of the General Manager, the Head of Production shall preside at the general WCSR meetings, and shall act as chairman of the Senior Board. In this event she shall appoint a member or members to carry on her duties as Production Director. She shall, however, still be responsible for all material broadcast over the Station. She shall retain the office of General Manager untill the return of the General Manager or untill a new General Manager is elected.

E. EXECUTIVE SECRETARY

1. The Executive Secretary shall keep all official records of the Station, the minutes of all meetings, and she shall handle all correspondence by direction.

2. She shall also keep a permenant file of correspondence and other necessary data concerning the Station.

F. DEPARTMENTAL MANAGERS

1. Station WCSR shall be divided into five departments, and there shall be a division manager at the head of each.

2. The five departments shall bear the following names indicative of their functions:

a. Production Department
b. Technical Department
c. Advertising Department
d. Publicity Department
e. Music Librarian

3. Each department will have its own rules which will govern the members of its department, but at no time may any rules contradict any article of the Charter of WCSR.

4. The rules of each department shall be posted in the Station at all times.

G. ELECTED REPRESENTATIVES

1. As representatives of the Station to Steering Commettee the elected representatives shall have one vote each in all the policy formation of the Steering Committee.

2. They shall primarily conduct the meetings of the Junior Board.

3. They may also be requested to work at various jobs that need to be performed at the Station at the discretion of the General Manager. Such duties shall at no time be allowed to interfere with their primary job as elected representatives.

4. It is the duty of the elected representatives to make suggestions to the General Manager regarding all phases of the Station made by the members of the Station, and to report the discussions of the Junior Board to the Senior Board.

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April 59

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   a. Senior Board shall consist of the Station Manager, Program Director, Technical Director, ~~Advertising~~ Business Manager, ~~Executive~~ Secretary, Publicity Director, and ~~Representative at Large~~. Music Director.
   b. Junior Board shall consist of the ~~Music Director~~, Drama Director, Assistant Program Director (Personnel Director), ~~Head of Hoolers~~, Head of Announcers, and the Heads of Afternoons and Nights. *
2. The ~~Steering~~ Committee shall be charged with the routine functioning of Station WCSR; ~~and~~ shall meet once every week, the Junior Board and the Senior Board Steering Committee whenever necessary, ~~and steering committee meetings at the discretion of the station manager.~~
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c. All matters which are discussed and approved by the Senior Board shall then be brought before the Junior Board to be treated in like manner. If the Junior Board opposes any motion which has been previously passed by the Senior Board, it shall be brought up for discussion at the meeting of the following week.

*Technical Assistant and Copy Chief are also on Jr. Board

d. All matters which are brought up by the Junior Board must be discussed and approved by the Senior Board before they can be treated in like manner by the Junior Board.

C. SENIOR BOARD

1. Station Manager

a. The Station Manager shall be responsible for all the ~~financial and~~ public relations activities of the Station. Other members of the Steering Committee shall be directly responsible to her.

b. As Station Manager she shall:

1) Preside at all regular business meetings of the Station, and act as chairman of the Senior Board. and Steering Comm.

2) Call all WCSR and Senior Board meetings, and may call either a Junior Board, or a Departmental meeting. Steering Com

3) At all times act as the co-ordinating force within the Station.

4) Receive all complaints and bring them to the attention of the Senior Board whenever she deems necessary.

Bismarck ~~5) Be the custodian of all books dealing with the financial business of the station.~~

~~6)~~ 5) Sign all checks in the name of Station WCSR.

~~7)~~ 6) Approve all charges to the account of WCSR.

8) 7) Preside over ~~all~~ general meetings of heelers

2. Program Director

a. The Program Director shall at all times be directly responsible for any material that is broadcast over station WCSR.

b. She shall call ~~all~~ meetings of the Production Department. when necessary

c. In the event of the absence or disability of the Station Manager, the Program Director shall preside at the general WCSR meetings, and shall act as chairman of the Senior Board. In this event she shall appoint a member or members to carry on her duties as Program Director. She shall, however, still be responsible for all material broadcast over the Station. She shall retain the office of Station Manager-pro tem. until the return of the Station Manager or until a new Station Manager is elected.

3. Executive Secretary

a. The Executive Secretary shall keep the minutes of all WCSR meetings, and she shall handle all correspondence by direction.

b. She shall also keep a permanent file of correspondence and other necessary data concerning the Station.

b) She shall arrange all socials functions for WCSR.

4. Technical Director

a. The Technical Director shall be responsible for the

d. All matters which are brought up by the Junior Board must be discussed and approved by the Senior Board before they can be treated in like manner by the Junior Board.

C. SENIOR BOARD

1. Station Manager

a. The Station Manager shall be responsible for all the financial and public relations activities of the Station. Other members of the Steering Committee shall be directly responsible to her.

b. As Station Manager she shall:

1) Preside at all regular business meetings of the Station, and act as chairman of the Senior Board. ~~and Steering Committee~~

2) Call all WCSR and Senior Board meetings, and may call either a Junior Board or a departmental meeting.

3) At all times act as the co-ordinating force within the Station.

4) Receive all complaints and bring them to the attention of the Senior Board whenever she deems necessary.

5) Be the custodian of all books dealing with the financial business of the station.

6) Sign all checks in the name of Station WCSR.

7) Approve all charges to the account of WCSR.

2. Program Director

a. The Program Director shall at all times be directly responsible for any material that is broadcast over station WCSR.

b. She shall call all meetings of the Production Department.

c. In the event of the absence or disability of the Station Manager, the Program Director shall preside at the general WCSR meetings, and shall act as chairman of the Senior Board. In this event she shall appoint a member or members to carry on her duties as Program Director. She shall, however, still be responsible for all material broadcast over the Station. She shall retain the office of Station Manager ~~pro tem~~ until the return of the Station Manager or until a new Station Manager is elected.

3. Executive Secretary

a. The Executive Secretary shall keep the minutes of all WCSR meetings, and she shall handle all correspondence by direction.

b. She shall also keep a permanent file of correspondence and other necessary data concerning the station.

4. Technical Director

a. The Technical Director shall be responsible for the

broadcasting equipment of the Station and for its use.

5. Publicity Director
   a. The Publicity Director shall be responsible for publicizing the Station and its programs to the college.
   b. She shall also be responsible for publicizing college affairs over the air.

a) shall be responsible for all the financial activities of the station.
b) Be custodian of all the books.
c)

6. ~~Advertising Director~~ Business manager
   a. The Advertising Director is responsible for all commercial advertising.

7. Representative at Large
   a. As representative of the Station to the Steering Committee, the elected representative shall have one vote in all the policy formation of the Steering Committee.
   b. She shall primarily conduct the Junior Board meetings.
   c. She may also be requested to work at various jobs that need to be performed at the Station at the discretion of the Station Manager. Such duties shall at no time be allowed to interfere with her primary job as elected representative.
   d. It is the duty of the elected representative to make suggestions to the Station Manager regarding all phases of the Station made by members of the Station, and to report the discussions of the Junior Board to the Senior Board.

7) Music Director -

D. JUNIOR BOARD
   1. The Assistant Program Director, who shall act as Personnel Director.
   2. ~~Music Director~~
   3. Drama Director
   4. ~~The Head of Heelers, who shall co-ordinate the system of trial membership.~~ St. Manager
   5. The Announcing Director + Production Heelers
   6. The Heads of Afternoon and Night
      a. Each Head of Afternoon or Night shall be responsible for all material broadcast over the air during her scheduled hours.
   7. Technical Assistant 8. Copy Chief

ARTICLE IV -- METHODS OF ELECTION

A. The election and installation of all the new officers of the Station shall be held at the beginning of the second semester.
   1. The Slate of candidates for each office must be submitted to the Station Manager, who must in turn submit the slates to Point System.

B. Senior Board
   1. The Senior Board shall be elected by secret preferential ballot by full members of the Station.
   2. All full members of WCSR are eligible for nomination election to the positions of Station Manager, Executive Secretary, ~~and Representative at Large~~.

broadcasting equipment of the Station and for its use.

5. Publicity Director

a. The Publicity Director shall be responsible for publicizing the Station and its programs to the college.

b. She shall also be responsible for publicizing college affairs over the air.

6. Advertising Director

a. The Advertising Director is responsible for all commercial advertising.

7. Representative at Large

a. As representative of the Station to the Steering Committee, the elected representative shall have one vote in all the policy formation of the Steering Committee.

b. She shall primarily conduct the Junior Board meetings.

c. She may also be requested to work at various jobs that need to be performed at the Station at the discretion of the Station Manager. Such duties shall at no time be allowed to interfere with her primary job as elected representative.

d. It is the duty of the elected representative to make suggestions to the Station Manager regarding all phases of the Station made by members of the Station, and to report the discussions of the Junior Board to the Senior Board.

D. JUNIOR BOARD

1. The Assistant Program Director, who shall act as Personnel Director.

2. ~~Music Director~~

3. Drama Director

4. ~~The Head of Reporters, who shall be responsible for the system of social reporting.~~

5. The Announcing Director

6. The Heads of Afternoon and Night

a. Each Head of Afternoon or Night shall be responsible for all material broadcast over the air during her scheduled hours.

7. Technical Assistant 8. Copy Girl

ARTICLE IV -- METHODS OF ELECTION

A. The election and installation of all the new officers of the Station shall be held at the beginning of the second semester.

1. The slate of candidates for each office must be submitted to the Station Manager, who must in turn submit the slates to Point System.

B. Senior Board

1. The Senior Board shall be elected by secret preferential ballot by full members of the Station.

2. All full members of WCSR are eligible for election to the positions of Station Manager, Executive Secretary, and Representative at Large.

3. Candidates for the offices of Program Director, Technical Director, Publicity Director, and ~~Advertising~~ Business Manager shall be nominated from the membership of their respective departments, as voted by the zone station.
4. It shall be recommended that the Station Manager and Program Director be students entering their senior year the following fall. For any other student to hold the office, there must be a majority vote of the Steering Committee and/or a written petition from the Station by five percent of the full members to be put on the slate.

C. JUNIOR BOARD
1. The Junior Board shall be appointed by the Senior Board at their first meeting.

ARTICLE V. -- MEETINGS

A. The Station Manager shall call one general business meeting of the Station per month.
B. The Department Directors shall call individual department meetings when necessary.
C. The Senior Board shall meet once a week, or oftener at the request of the Station Manager.
D. Any ten members of the Station, upon petition to the Station Manager, may request a meeting of the Station, of either board, or of an individual department. Such a request shall automatically be granted by the Station Manager.
E. The Junior Board shall meet to discuss business handed down by the Senior Board, or at the request of the ~~Representative at Large~~, Assistant program director
F. The Steering Comm. shall meet once a month or at the request of the St. Manager

ARTICLE VI -- FINANCES

A. The College Treasurer shall act as financial advisor to the Station.
B. No funds shall be expended at any time for any purpose without the approval of the Station Manager.
C. At the end of each college year, the Station Manager shall submit a budget for the past year.

ARTICLE VII -- AMENDMENT OF THE CHARTER
A. This charter may be amended by a two-thirds vote of the members present at any one of the monthly WCSR meetings.

3. Candidates for the offices of Program Director, Technical Director, Publicity Director, and Advertising Manager shall be nominated from the membership of their respective departments.

4. It shall be recommended that the Station Manager and Program Director be students entering their senior year the following fall. For any other element to hold the office, there must be a majority vote of the Steering Committee and/or a written petition from the Station by five percent of the full members to be put on the slate.

C. JUNIOR BOARD

1. The Junior Board shall be appointed by the Senior Board at their first meeting.

ARTICLE V. -- MEETINGS

A. The Station Manager shall call one general business meeting of the Station per month.

B. The Department Directors shall call individual department meetings when necessary.

C. The Senior Board shall meet once a week, or oftener at the request of the Station Manager.

D. Any ten members of the Station, upon petition to the Station Manager, may request a meeting of the Station, of either board, or of an individual department. Such a request shall automatically be granted by the Station Manager.

E. The Junior Board shall meet to discuss business handed down by the Senior Board, or at the request of the Representative at Large.

ARTICLE VI -- FINANCES

A. The College Treasurer shall act as financial adviser to the Station.

B. No funds shall be expended at any time for any purpose without the approval of the Station Manager.

C. At the end of each college year, the Station Manager shall submit a budget for the past year.

ARTICLE VII -- AMENDMENT OF THE CHARTER

A. This charter may be amended by a two-thirds vote of the members present at any one of the monthly WCSR meetings.

1954

THE CHARTER OF THE SMITH COLLEGE RADIO STATION
WCSR

Provisional charter

ARTICLE I -- PURPOSE

The purpose of WCSR, the Smith College Radio Station, shall be to serve the interests of the student body both as a means of communication and a medium for entertainment. WCSR, operating as a non-profit organization, shall be staffed solely by students of Smith College in order for them to gain practical experience in the field of radio. WCSR, the Smith College Radio Station, shall at all times endeavor to be perceptive of the needs and desires of the students whom it serves.

ARTICLE II -- MEMBERSHIP

A. Trial Membership

1. Trial membership shall be open to all students desiring this membership.
2. Application for trial membership shall be made at special meetings held for this purpose at the beginning of each semester. Students desiring membership at times other than this may give their names to the Station Manager, and should the need arise in any department, the student may be taken on as a trial member. The latter shall be determined by the head of the department involved.
3. Trial members shall not have a vote in the station policy.
4. Trial members shall be on call at all times to help in any department of the station, but shall ~~officially~~ officially be entered on the roll of the department of their choice.
5. Each trial member, at the end of a period of competition, will be eligible for consideration as a full member. The period of competition will consist of a time to be determined by the Senior Board.
6. The general willingness to work and the ability of each trial member will determine whether she will be given full membership. Each case shall be decided on its own merits by the head of the department involved.
7. Any girl who is refused membership at any time may request that she be allowed to present her case to the Senior Board for reconsideration. At his time the Senior Board will carefully review the case again and their judgment will be final.
8. All trial members shall be required to attend all meetings held on the various phases of WCSR that are included in the general indoctrination course given by the staff of WCSR and visiting speakers.

B. Full Membership

1. Full membership shall be awarded to any trial member who satisfactorily completes the period of competition, and who is recommended for membership by the head of the department.
2. Every full member of the Radio Station shall be required to attend all of the monthly meetings of WCSR unless excusedby the Station Manager.

3. A full member of the Radio Station shall be entitled to attend all conferences, visits to other stations, and other affairs of radio interest at other colleges.
4. Only a full member may represent the Smith College Radio Station at any conference away from the college. However, she will be subject to voting restrictions as determined by the Senior Board.
5. Only a full member of the Smith College Radio Station may become a permanent Head of Afternoon or Night.
6. A member whose work falls below the standard of the Station may be asked to relinquish her membership, after she has presented her case to the Senior Board.

ARTICLE III -- ORGANIZATION

A. FACULTY ADVISOR
1. A faculty advisor shall be suggested by the Station Manager to the Steering Committee, and upon a 2/3 vote of the Steering Committee shall become the official advisor of the Station.
2. The faculty advisor shall serve for a term lasting from the beginning of the academic year to the end of that year.
3. The faculty advisor may receive unlimited reappointments subject to the same voting requirements as set forth in Section 1 of Article III.
4. All suggestions of the faculty advisor shall at no time be binding upon the members of the Radio Station, although special note will be taken of any suggestions offered.

B. STEERING COMMITTEE
1. The Steering Committee shall be divided into two boards: Senior Board and Junior Board.
   a. Senior Board shall consist of the Station Manager, Program Director, Technical Director, Advertising Manager, Executive Secretary, Publicity Director, and Representative-at-Large.
   b. Junior Board shall consist of the Music Director, Drama Director, Assistant Program Director (Personnel Director), Head of Heelers, Head of Announcers, and the Heads of Afternoons and Nights.
2. The Steering Committee shall be charged with the routine functioning of Station WCSR, and shall meet once every week.
   a. The Senior Board shall be presided over by the Station Manager.
   b. The Junior Board shall be presided over by the Representative -at-Large.
   c. All matters which are discussed and approved by the Senior Board shall then be brought before the Junior Board to be treated in like manner. If the Junior Board opposes any motion which has been previously passed by the Senior Board, it shall be brought up for discussion at the meetings of the following week.

3. A full member of the faculty section shall be entitled to attend all conferences, visits to other institutions and other matters of public interest at other colleges.

4. Only a full member may represent the faculty on College division at any conference away from the college. However, she will be subject to voting restrictions as determined by the senior Board.

5. Only a full member of the faculty college, while student may become a permanent head of life group or club.

6. A member whose work falls below the standard of the division may be asked to relinquish her membership after she has previously been given, by the senior Board.

ARTICLE III - ORGANIZATION

A. FACULTY ADVISER

1. A faculty adviser shall be designated by the division manager to the Steering Committee, and upon a 2/3 vote of the Steering Committee shall become the official adviser of the division.

2. The faculty adviser shall serve for a term lasting from the beginning of the academic year to the end of that year.

3. The faculty adviser may receive unlimited responsibility subject to the same voting requirements as set forth in Section 1 of Article III.

4. All suggestions of the faculty adviser shall in no time be binding upon the members of the Radio division, although mutual moves will be taken of any suggestions offered.

B. STEERING COMMITTEE

1. The Steering Committee shall be divided into two boards: Senior Board and Junior Board.

a. Senior Board shall consist of the division manager, Program Director, Technical Director, Advertising Manager, Business Secretary, Publicity Director, and Department-at-Large.

b. Junior Board shall consist of the Music Director, Drama Director, Assistant Program Director (Promotional Director), Head of Hostess, Head of Announcers, and the Heads of Writers and Editors.

2. The Steering Committee shall be charged with the practical functioning of Station WCRW, and shall meet once every week.

a. The Senior Board shall be presided over by the division manager.

b. The Junior Board shall be presided over by the Responsibility -at-Large.

c. All matters which are discussed and approved by the Senior Board shall then be brought before the Junior Board to be treated in like manner. If the Junior Board approves any motion which has been previously passed by the Senior Board, it shall be brought up for discussion at the meetings of the following week.

d. All matters which are brought up by the Junior Board must be discussed and approved by the Senior Board before they can be treated in like manner by the Junior Board.

C. SENIOR BOARD

1. Station Manager

a. The Station Manager shall be responsible for all the financial and public relations activities of the Station. Other members of the Steering Committee shall be directly responsible to her.

b. As Station Manager she shall:

1) Preside at all regular business meetings of the Station, and act as chairman of the Senior Board.

2) Call all WCSR and Senior Board meetings, and may call either a Junior Board or a Departmental meeting.

3) At all times act as the co-ordinating force within the Station.

4) Receive all complaints and bring them to the attention of the Senior Board whenever she deems necessary.

5) Be the custodian of all books dealing with the financial business of the station.

6) Sign all checks in the name of Station WCSR.

7) Approve all charges to the account of WCSR.

2. Program Director

a. The Program Director shall at all times be directly responsible for any material that is broadcast over station WCSR.

b. She shall call all meetings of the Production Department.

c. In the event of the absence or disability of the Station Manager, the Program Director shall preside at the general WCSR meetings, and shall act as chairman of the Senior Board. In this event she shall appoint a member or members to carry on her duties as Program Director. She shall, however, still be responsible for all material broadcast over the Station. She shall retain the office of Station Manager-pro tem. until the return of the Station Manager or until a new Station Manager is elected.

3. Executive Secretary

a. The Executive Secretary shall keep the minutes of all WCSR meetings, and she shall handle all correspondence by direction.

b. She shall also keep a permanent file of correspondence and other necessary data concerning the Station.

4. Technical Director

a. The Technical Director shall be responsible for the

d. All matters which are brought up by the Junior Board must be discussed and approved by the Senior Board before they can be treated in like manner by the Junior Board.

c. SENIOR BOARD

1. Station Manager

a. The Station Manager shall be responsible for all the financial and public relations activities of the Station. Other members of the executive Committee shall be directly responsible to him.

b. As Station Manager she shall:

1) Preside at all regular business meetings of the Station, and act as chairman of the Senior Board.

2) Call all WCSH and Senior Board meetings, and may call either a Junior Board or a Joint-Board meeting.

3) Act as the co-ordinating force within the Station.

4) Receive all complaints and bring them to the attention of the Senior Board whenever she deems necessary.

5) Authorize expenditure of all bills dealing with the financial business of the station.

6) Sign all checks in the name of station WCSH.

7) Approve all charges to the account of WCSH.

2. Program Director

a. The Program Director shall at all times be directly responsible for any material that is broadcast over station WCSH.

b. She shall call all meetings of the Programming Department.

c. In the event of the absence or disability of the Station Manager, the Program Director shall preside at the general WCSH meetings, and shall act as chairman of the Senior Board. In this event she shall appoint a member of members to carry on her duties as Program Director. She shall, however, still be responsible for all material broadcast over the station. She shall retain the office of Station Manager as long until the return of the Station Manager or until a new Station Manager is elected.

3. Executive Secretary

a. The Executive Secretary shall keep the minutes of all WCSH meetings, and she shall handle all correspondence by direction.

b. She shall also keep a permanent file of correspondence and other necessary data concerning the Station.

4. Technical Director

a. The Technical Director shall be responsible for the

broadcasting equipment of the Station and for its use.

5. Publicity Director
   a. The Publicity Director shall be responsible for publicizing the Station and its programs to the college.
   b. She shall also be responsible for publicizing college affairs over the air.

6. Advertising Director
   a. The Advertising Director is responsible for all commercial advertising.

7. Representative at Large
   a. As representative of the Station to the Steering Committee, the elected representative shall have one vote in all the policy formation of the Steering Committee.
   b. She shall primarily conduct the Junior Board meetings.
   c. She may also be requested to work at various jobs that need to be performed at the Station at the discretion of the Station Manager. Such duties shall at no time be allowed to interfere with her primary job as elected representative.
   d. It is the duty of the elected representative to make suggestions to the Station Manager regarding all phases of the Station made by members of the Station, and to report the discussions of the Junior Board to the Senior Board.

D. JUNIOR BOARD
   1. The Assistant Program Director, who shall act as Personnel Director.
   2. Music Director
   3. Drama Director
   4. The Head of Heelers, who shall co-ordinate the system of trial membership.
   5.. The Announcing Director
   6. The Heads of Afternoon and Night
      a. Each Head of Afternoon or Night shall be responsible for all material broadcast over the air during her scheduled hours.

ARTICLE IV -- METHODS OF ELECTION

A. The election and installation of all the new officers of the Station shall be held at the beginning of the second semester.
   1. The Slate of candidates for each office must be submitted to the Station Manager, who must in turn submit the slates to Point System.

B. Senior Board
   1. The Senior Board shall be elected by secret preferential ballot by full members of the Station.
   2. All full members of WCSR are eligible for election to the positions of Station Manager, Executive Secretary, and Representative at Large.

broadcasting equipment of the station and for its use.

5. Publicity Director

a. The Publicity Director shall be responsible for publicizing the station and its programs to the college.

b. She shall also be responsible for publicizing college matters over the air.

6. Advertising Director

a. The Advertising Director is responsible for all commercial advertising.

7. Representative at Large

a. As representative of the station to the student body, this elected representative shall have the vote in all the policy determination of the advertising committee.

b. She shall primarily conduct the Junior Board meetings.

c. She may also be requested to work on various jobs that need to be performed at the station at the discretion of the station Manager. Such duties shall at no time be allowed to interfere with her primary job as elected representative.

d. It is the duty of the elected representative to make suggestions to the station through improving all phases of the station made by members of the station, and to inform the discussions of the Junior Board to the Senior Board.

D. JUNIOR BOARD

1. The Assistant Program Director, who shall act as Program Director.
2. Music Director
3. Drama Director
4. The Head of Design, who shall co-ordinate the system of trial measurements.
5. The Announcing Director
6. The Heads of Literature and Plays

a. Each Head of Television or Nightmare shall be responsible for all material broadcast over the air during her scheduled hours.

ARTICLE IV -- METHODS OF ELECTION

A. The election and installation of all the new officers of the station shall be held at the beginning of the second semester.

1. The slate of candidates for each office must be submitted to the Station Manager, who must in turn submit the slates to Joint Board.

B. Senior Board

1. The Senior Board shall be elected by secret preferential ballot by full members of the Station.

2. All full members of WSSR are eligible for election to the positions of Station Manager, Executive Secretary, and Representative at Large.

3. Candidates for the offices of Program Director, Technical Director, Publicity Director, and Advertising Manager shall be nominated from the membership of their respective departments.
4. It shall be recommended that the Station Manager and Program Director be students entering their senior year the following fall. For any other student to hold the office, there must be a majority vote of the Steering Committee and/or a written petition from the Station by five percent of the full members to be put on the slate.

C. JUNIOR BOARD
1. The Junior Board shall be appointed by the Senior Board at their first meeting.

ARTICLE V. -- MEETINGS

A. The Station Manager shall call one general business meeting of the Station per month.
B. The Department Directors shall call individual department meetings when necessary.
C. The Senior Board shall meet once a week, or oftener at the request of the Station Manager.
D. Any ten members of the Station, upon petition to the Station Manager, may request a meeting of the Station, of either board, or of an individual department. Such a request shall automatically be granted by the Station Manager.
E. The Junior Board shall meet to discuss business handed down by the Senior Board, or at the request of the Representative at Large.

ARTICLE VI -- FINANCES

A. The College Treasurer shall act as financial advisor to the Station.
B. No funds shall be expended at any time for any purpose without the approval of the Station Manager.
C. At the end of each college year, the Station Manager shall submit a budget for the past year.

ARTICLE VII -- AMENDMENT OF THE CHARTER
A. This charter may be amended by a two-thirds vote of the members present at any one of the monthly WCSR meetings.

Smith College
Archives

2/55

THE CHARTER OF THE SMITH COLLEGE RADIO STATION
WCSR

ARTICLE I -- PURPOSE

The purpose of WCSR, the Smith College Radio Station, shall be to serve the interests of the student body both as a means of communication and a medium for entertainment. WCSR, operating as a non-profit organization, shall be staffed solely by students of Smith College in order for them to gain practical experience in the field of radio. WCSR, the Smith College Radio Station, shall at all times endeavor to be perceptive of the needs and desires of the students whom it serves.

ARTICLE II

A. Trial Membership

1. Trial membership shall be open to all students desiring this membership.
2. Application for trial membership shall be made at special meetings held for this prupose at the beginning of each semester. Students desiring membership at times other than this may give their names to the Station Manager, and should the need arise in any department, the student may be taken on as a trial member. The latter shall be determined by the head of the department involved.
3. Trial members shall not have a vote in the station policy.
4. Trial members shall be on call at all times to help in any department of the station, but shall officially be entered on the roll of the department of their choice.
5. Each trial member, at the end of a period of compeition, will be eligible for consideration as a full member. The period of competition will consist of a time determined by the Senior Board.
6. The general willingness to work and the ability of each trial member will determine whether she will be given full membership. Each case shall be decided on its own merits by the head of the department involved.
7. Any girl sho is refused membership at any time may request that she be allowed to present her case to the Senior Board for reconsideration. At this time the Senior Board will carefully review the case again and their judgment will be final.
8. All trial members shall be required to attend all meetings held on the various phases of WCSR that are included in the general indoctrination course given by the staff of WCSR and visiting speakers.

B. Full Membership

1. Full membership shall be awarded to any trial member who satisfactorily completes the period of competition, and who is recommended for membership by the head of the department.
2. Every full member of the Radio Station shall be required to attend all of the monthly meetings of WCSR unless excused by the Station Manger.
3. A full member of the Radio Station shall be entitled to attend all conferences, visits to other stations, and other affairs of radio interest at other colleges.

2/53

THE CHARTER OF THE SMITH COLLEGE RADIO STATION WCSR

ARTICLE I -- PURPOSE

The purpose of WCSR, the Smith College Radio Station, shall be to serve the interests of the student body both as a means of communication and a medium for entertainment. WCSR, operating as a non-profit organization, shall be staffed solely by students of Smith College in order for them to gain practical experience in the field of radio. WCSR, the Smith College Radio Station, shall at all times endeavor to be perceptive of the needs and desires of the students whom it serves.

ARTICLE II

A. Trial Membership

1. Trial membership shall be open to all students desiring this membership.
2. Application for trial membership shall be made at special meetings held for this purpose at the beginning of each semester. Students desiring membership at times other than this may give their names to the Station Manager, and should the need arise in any department, the student may be taken on as a trial member. The latter shall be determined by the head of the department involved.
3. Trial members shall not have a vote in the station policy.
4. Trial members shall be on call at all times to help in any department of the station, but shall officially be entered on the roll of the department of their choice.
5. Each trial member, at the end of a period of competition, will be eligible for consideration as a full member. The period of competition will consist of a time determined by the Senior Board.
6. The general willingness to work and the ability of each trial member will determine whether she will be given full membership. Each case shall be decided on its own merits by the head of the department involved.
7. Any girl who is refused membership at any time may request that she be allowed to present her case to the Senior Board for reconsideration. At this time the Senior Board will carefully review the case again and their judgment will be final.
8. All trial members shall be required to attend all meetings held on the various phases of WCSR that are included in the general indoctrination course given by the staff of WCSR and visiting speakers.

B. Full Membership

1. Full membership shall be awarded to any trial member who satisfactorily completes the period of competition, and who is recommended for membership by the head of the department.
2. Every full member of the Radio Station shall be required to attend all of the monthly meetings of WCSR unless excused by the Station Manager.
3. A full member of the Radio Station shall be entitled to attend all conferences, visits to other stations, and other affairs of radio interest at other colleges.

4. Only a full member may represent the Smith College Radio Station at any conference away from the college. However, she will be fubject to voting restrictions as determined by the Senior Board.
5. Only a full member of the Smith College Radio Station may become a permanent Head of Afternoon or Night.
6. A member whose work falls below the standard of the Station may be asked to relinquish her membership, after she has presented her case to the Senior Board.

ARTICLE III --ORGANIZATION

A. FACULTY ADVISOR
   1. A faculty advisor shall be suggested by the Station Manager to the Steering Committee, and upon a 2/3 vote of the Steering Committee shall become the official advisor of the Station.
   2/ The faculty advisor shall serve for a term lasting from the beginning of the academic year to the end of that year.
   3. The faculty advisor may receive unlimited reappointments subject to the same voting requirements as set forth in Section 1 of Article III.
   4. All suggestions of the faculty advisor shall at no time be binding upon the members of the Radio Station, although special note will be taken of any suggestions offered.

B. STEERING COMMITTEE
   1. The Steering Committee shall be divided in two board: Senior Board and Junior Board.
      a. Senior Board shall consist of the Station Mananger, Program Director, Technical Director, Business Manager, Executive Secretary, Publicity Director, and Music Director.
      b. Junior Board shall consist of the Drama Director, Assistant Program Director(Personnel Director), Head of Announcers, and the Heads of Afternoons and Nights. Also the Technical Assistant and Copy Chief.
   2. The Steering Committee shall be charged with the routine functioning of Station WCSR; the Senior Board shall meet once every week, the Juior Board and Steering Committee shall meet whenever necessary.
      a. The Senior Board shall be presided over by the Station Manager.
      b. The Junior Board shall be presided over by the Assistant Program Director.
      c. All matters which are brought up by the Junior Board must be discussed and approved by the Senior Board before they can be treated in like manner by the Junior Board.

C. SENIOR BOARD
   1. Station Manager
      a. The Station Manager shall be responsible for all the public relations activities of the Station. Other members of the Steering Committee shall be directly responsible to her.
      b. As Station Manager she shall:
         1) Preside at all regular business meetings of the Station, and act as chairman of the Senior Board and Steering Committee.
         2) Call all WCSR and Senior Board meetings, and

4. Only a full member may represent the Smith College Radio Station at any conference away from the college. However, she will be subject to voting restrictions as determined by the Senior Board.
5. Only a full member of the Smith College Radio Station may become a permanent Head of Afternoon or Night.
6. A member whose work falls below the standard of the Station may be asked to relinquish her membership, after she has presented her case to the Senior Board.

ARTICLE III --ORGANIZATION

A. FACULTY ADVISOR
1. A faculty advisor shall be suggested by the Station Manager to the Steering Committee, and upon a 2/3 vote of the Steering Committee shall become the official advisor of the Station.
2/ The faculty advisor shall serve for a term lasting from the beginning of the academic year to the end of that year.
3. The faculty advisor may receive unlimited reappointments subject to the same voting requirements as set forth in Section 1 of Article III.
4. All suggestions of the faculty advisor shall at no time be binding upon the members of the Radio Station, although special note will be taken of any suggestions offered.

B. STEERING COMMITTEE
1. The Steering Committee shall be divided in two boards: Senior Board and Junior Board.
   a. Senior Board shall consist of the Station Manager, Program Director, Technical Director, Business Manager, Executive Secretary, Publicity Director, and Music Director.
   b. Junior Board shall consist of the Drama Director, Assistant Program Director(Personnel Director), Head of Announcers, and the Heads of Afternoons and Nights. Also the Technical Assistant and Copy Chief.
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   a. The Senior Board shall be presided over by the Station Manager.
   b. The Junior Board shall be presided over by the Assistant Program Director.
   c. All matters which are brought up by the Junior Board must be discussed and approved by the Senior Board before they can be treated in like manner by the Junior Board.

C. SENIOR BOARD
1. Station Manager
   a. The Station Manager shall be responsible for all the public relations activities of the Station. Other members of the Steering Committee shall be directly responsible to her.
   b. As Station Manager she shall:
      1) Preside at all regular business meetings of the Station, and act as chairman of the Senior Board and Steering Committee.
      2) Call all WCSR and Senior Board meetings, and

may call either a Junior Board, Steering Committee, or a Departmental meeting.

3) At all times act as the co-ordinating force within the Station.
4) Receive all complaints and bring them to the attention of the Senior Board whenever she deems necessary.
5) Sign all checks in the name of Station WCSR.
6) Approve all charges to the account of WCSR.
7) Preside over all general meetings of heelers.
8) Keep a permanent file of correspondence and other neccessary data concerning the Station.

2. Program Director
   a. The Program Director shall at all times be directly responsible for any material that is broadcast over Station WCSR.
   b. She shall call meetings of the Production Department when necessary.
   c. In the event of the absence or disability of the Station Manager, the Program Director shall preside at the general WCSR meetings, and shall act as chairman of the Senior Board. In this event she shall appoint a member or members to carry on her duties as Program Director. She hall, however, still be responsible for all material broadcast over the Station. She shall retain the office of the Station Manager-pro tem. until the return of the Station Manager or until a new Station Manager is elected.
3. Executive Secretary
   a. The Executive Secretary shall keep the minutes of all WCSR meetings, and she shall handle all correspondence by direction.
   b. She shall arrange all social functions for WCSR.
4. Technical Director
   a. The Technical Director shall be responsible for the broadcasting quipment of the Station and for its use.
5. Publicity Director
   a. The Publicity Director shall be responsible for publicizing the Station and its programs to the college.
   b. She shall also be responsible for publicizing college affairs over the air.
6. Business Manager
   a. Shall be responsible for all the financial activities of the station.
   b. Be custodian of all the books.
   c. ~~The advertising Director is~~ BS responsible for all commercial advertising.
7. Music Director

D. JUNIOR BOARD
1. The Assistant Program Director, who shall act as Director.
2. Drama Director
3. The Announcing Director
4. The Heads of Afternoon and Night
   a. Each Head of Afternoon or Night shall be responsible for all material broadcast over the air during her scheduled hours.
5. Technical Assistant
6. Copy Chief

may call either a Junior Board, Steering Committee, or a Departmental meeting.

3) At all times act as the co-ordinating force within the Station.

4) Receive all complaints and bring them to the attention of the Senior Board whenever she deems necessary.

5) Sign all checks in the name of Station WOSR.

6) Approve all charges to the account of WOSR.

7) Preside over all general meetings of members.

8) Keep a permanent file of correspondence and other necessary data concerning the Station.

2. Program Director

a. The Program Director shall at all times be directly responsible for any material that is broadcast over Station WOSR.

b. She shall call meetings of the Production Department when necessary.

c. In the event of the absence or disability of the Station Manager, the Program Director shall preside at the general WOSR meetings, and shall act as chairman of the Senior Board. In this event she shall appoint a member or members to carry on her duties as Program Director. She shall, however, still be responsible for all material broadcast over the Station. She shall retain the office of the Station Manager-pro tem. until the return of the Station Manager or until a new Station Manager is elected.

3. Executive Secretary

a. The Executive Secretary shall keep the minutes of all WOSR meetings, and she shall handle all correspondence by direction.

b. She shall arrange all social functions for WOSR.

4. Technical Director

a. The Technical Director shall be responsible for the broadcasting equipment of the Station and for its use.

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a. The Publicity Director shall be responsible for publicizing the Station and its programs to the college.

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1. The Assistant Program Director, who shall act as Director.

2. Drama Director

3. The Announcing Director

4. The Heads of Afternoon and Night

a. Each Head of Afternoon or Night shall be responsible for all material broadcast over the air during her scheduled hours.

5. Technical Assistant

6. Copy Chief

ARTICLE IV --METHODS OF ELECTION

A. The election and installation of all the new officers of the station shall be held at the beginning of the second sememster.
   1. The slate of candidates for each office must be subitted to the Station Manager, who must in turn submit the slates to Point System.

B. Senior Board
   1. The Senior Board shall be elected by secret preferential ballot by full members of the station.
   2. All full members of WCSR are eligible for nomination and election to the positions of Station Manager and Executive Secretary.
   3. Candidates for the offices of Program Director, Technical Director, Publicity Director, and Business Manager and Music Director shall be nominated from the membership of their respective departments and voted on by the entire station.
   4. It shall be recommended that the Station Mangger and Program Director be students entering their senior year the following fall. For any other student to hold the office, there must be a majority vote of the Steering Committee and/or a written peitition from the Station by five percent of of the full members to bep put on the slate.

C. Junior Board
   1. The Junior Board shall be appointed by the Senior Board at their first meeting.

ARTICLE V --MEETINGS

A. The Station Manager shall call one general business meeting of the Station permonth.
B. The Department Directors shall call individual department meetings when necessary.
C. The Senior Board shall meet once a week, or oftener at the request of the Station Manager.
D. Any ten members of the Station, upon petition to the Station Manager, may request a meeting of the Station, of either board, or of an individual department. Such a request shall automatically be granted by the Station Manager.
E. The Junior Board shall meet to discuss business handed down by the Senior Board, or at the request of the Assistant Program Director.
F. The Steering Committee shall meet once a month or at the request of the Station Manager.

ARTICLE VI -- FINANCES

A. The College Treasurer shall act as financial advisor to the Stati
B. No funds shall be expended at any time for any purpose without the approval of the Station Manager.
C. At the end of each college year, the Station Manager shall submit a budget for the past year.

ARTICLE VII -- AMENDMENT OF THE CHARTER

A. This charter may be amended by a two-thirds vote of the members present at any one of the monthly WCSR meetings.

ARTICLE IV --METHODS OF ELECTION

A. The election and installation of all the new officers of the station shall be held at the beginning of the second semester.
   1. The slate of candidates for each office must be submitted to the Station Manager, who must in turn submit the slates to Point System.

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   4. It shall be recommended that the Station Manager and Program Director be students entering their senior year the following fall. For any other student to hold the office, there must be a majority vote of the Steering Committee and/or a written petition from the Station by five percent of or the full members to bep put on the slate.

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A. This charter may be amended by a two-thirds vote of the members present at any one of the monthly WCSR meetings.

[3/5/80]

THE CHARTER FOR WRSC
The Smith College Radio Station

Article I Purpose

WRSC is an educational, carrier current radio station and with this in mind shall endeavor to provide a means of communication, entertainment and education for members of the Smith College community. This station has made an enduring committment to the Smith community and at all times the primary duty of WRSC will be to serve the needs and desires of this community, as well as that of Northampton, through sensitive and professional broadcasting. This station also realizes its duty to conform with the regulations of the FCC and to uphold the principles of responsible journalistic practice.

Article II Membership

A. Membership shall be awarded to any Smith student or faculty member whose qualifications for broadcasting comply with those established by the FCC. In support of the cooperation among the five Valley colleges, membership will also be extended to students at Amherst, Hamphire and Mount Holyoke Colleges and the students at the University of Massachusetts. Priority will be given to Smith members in broadcast scheduling. Only Smith students are eligible to run in elections for the Executive Board.

B. Every member will be required to attend all of the monthly meetings of WRSC, unless excused by Station Manager. Attendance at these meetings is considered an indication of committment to the station and failure to attend, consistently, will result in a loss of membership.

C. All members of the station are entitled to attend any meetings or conferences pertinent to the station.

D. Each member of the station is required to participate in fundraising activities and or other off-air capacities.

E. Any member whose work falls below the standard of the station may be asked to relinquish membership, subject to the apporval of the Executive board.

Article III Organization

A. The Executive Board:

1. The Executive Board shall consist of the President, the Station Manager, Program Director, News Director, Technical Director, Music Director Business Manager/Secretary, Publicity Director/Fundraising Director and Director of Lectures and Forums.
2. These nine members of the Executive Board shall be charged with the routine functioning of WRSC. The Executive Board shall meet once every week in addition to attending the monthly general meetings.

B. Requirements of Office

1. The Station Manager shall:
   a. serve as main spokesperson and approve all public statements.

All members of the station, including the Executive Board, shall be directly accountable to the Station Manager.

b. preside over all regular business meetings, Executive and general, of the station and act as Chairperson of the Executive Board.

c. call all WRSC meetings, Executive and general.

d. act as co-ordinating and unifying force within the station.

addition — e. shall call a meeting to elect a replacement in the event of the resignation of an Executive Board member.

addition — f. designate any additional committees deemed necessary for the operation of the station and appoint members of the station at the approval of the Executive Board, to serve on these committees.

g. receive all complaints and bring these to the attention of the station when necessary.

h. approve all charges to the account of WRSC.

2. The Program Director shall:

a. be directly responsible for any material that is broadcast over WRSC.

b. arrange and award broadcast programming to members of the station; set times for broadcasts and control subject matter for broadcasting over the air.

c. be responsible for training the members of the station in on the air personality.

d. in the event of the absence or disability of the Station Manager the Program Director shall assume all responsibilities and duties requisite to the Office of the Station Manager. In this event the Program Director shall become Station Manager, pro. tem., to function as such until the Station Manager returns or a new Station Manager is elected at the yearly elections. In this event the Program Director shall appoint from among the members of the station one to assume the duties of Program Director, pro. tem.

3. The News Director shall:

a. work in conjunction with the Program Director in determining times and frequency of news broadcasts.

b. assign news slots to station members.

c. assure quality and depth of coverage of events on the Smith campus, in Northampton, in the Valley and nationally.

addition — d. work in conjunction with the Program Director to establish and maintain special news programming, and shall be responsible for the editing of format and content of the said programming.

e. designate a Traffic Manager to coordinate and produce incoming announcements of events on Smith campus and those submitted to the station by other colleges and groups.

4. The Technical Director shall:
   a. work in conjunction with the Smith College Electronics Department and the station's first-class license holder to insure proper functioning of the station's equipment.
   b. ensure the competence of each member, through training, in the use of the equipment in conjunction with FCC rules and regulations.
   c. research and arrange the purchsse of all additional and replacement equipment.
   d. coordinate production of special programming.

5. The Music Director shall:
   a. determine necessary additions to the station's record library
   b. be directly responsible for all communication with record companies and retailers.
   c. further the promotion of the gratis merchandise.

Formally an appointed position

6. The Business Manager/Secretary shall:
   a. be responsible for all financial transactions concerning the station.
   b. be custodian of all books and correspondance.
   c. keep minutes and attendance at all WRSC meetings.
   d. send notices to members pertaining to meetings and at direction of the Station Manager.

7. The Publicity/Fundraising Director shall:
   a. publicize the station's program offerings, both routine and special programs, to the college and community.
   b. shall head a fundraising committee responsible for organizing fundraising events.

Formally two positions

8. The Director of Lectures and Fourms shall:
   a. monitor upcoming lectures, concerts and special events to provide speakers, forums and interviews for the station.
   b. take charge of assigning such special broadcasts to members of the station.
   c. aid members in producing special broadcasts of their own conception.

9. The President shall:
   a. fulfill an advisory position on the Executive Board.
   b. be a non-voting member of the Board, except in the event of a tie.

new position

Article IV Methods of Election

A. The election and installation of all new officers of

the station shall be held during the first general meeting in April. The slate of candidates for each office must be submitted to the Station Manager immediately following the Spring Recess. The Station Manager shall distribute the list of candidates to each member of the radio station at least one week before the election date.

B. Election Procedure

1. Election of Executive Board members shall be by secret preferential ballot by station members.
2. All members of WRSC are eligible for nomination and election unless contemplating being not in attendance at Smith for any part of their term.
3. The Station Manager must have served at least one year on the Executive Board.. It is recommended that the Program Director have had served at least one year on the Board and that those elected to the Board have worked with the station at least one year.

addition

4. The position of President shall be filled by the retiring Station Manager, in the event that the position of Station Manager was held during the junior year.

addition

Article V Amendments to the Charter

A. This charter may be amended by a two-thirds vote of the total station members at any one of the monthly meetings where it is so moved.

Submitted 3/5/80 CT

80. Radio
WRSC

Radio/WCSR: Charter